

**Part C State Annual Performance Report (APR) for FFY 2007  
October 1, 2007 through September 30, 2008**

**Overview of the Annual Performance Report Development:**

The Annual Performance Report (APR) data was obtained from all thirty-eight (38) Local Lead Agencies (LLAs), including four (4) Tribes with Washington State Infant Toddler Early Intervention Program (ITEIP) contracts.

Results data for Indicators 2, 3, 4, 5, and 6 were collected from all Individualized Family Service Plans (IFSPs) on December 1, 2007. Subsequent IFSP data for these indicators were reviewed on a quarterly basis. Compliance data for Indicators 1, 7, 8A, 8B, and 8C were obtained from 395 IFSPs that were in effect during the reporting period. Results data was obtained quarterly, directly from the ITEIP Data Management System. Compliance data was obtained through data collection and verification site visits, occurring from May through September of 2008. Staff followed the established compliance data collection and verification process. At the conclusion of each LLA site visit, ITEIP staff met with LLA administrators and reviewed data collection/verification results. When noncompliance was identified, the data summary report provided written notice of the need for correction. Upon this notice, each LLA administrator was directed to begin implementing improvement activities. Subsequent Corrective Action Plans identified the needed resources and the timelines that would be followed to achieve compliance or improve performance.

The State Interagency Coordinating Council (SICC) served as the primary stakeholder group charged with reviewing and providing input to Washington State's Part C APR. The SICC reviewed and discussed program improvement activities. During FFY 2007, the SICC Chair required each committee to provide a written summary of their advisory feedback and guidance to ITEIP. The SICC reviewed and discussed LLA and aggregate APR data.

The enhancements made to the ITEIP Data Management System continued to improve the quality, quantity, validity, and reliability of data needed to monitor or review progress and/or compliance.

The current State Performance Plan and Annual Performance Report can be found on the ITEIP website at: <http://www1.dshs.wa.gov/iteip/Publications.html>.

Additionally, OSEP notified the Washington State DSHS, by a letter dated June 6, 2008, of OSEP's determination that Washington State was in need of assistance in meeting the requirements of Part C of the IDEA, for two consecutive years. The letter and attached charts summarized the federal requirements for DSHS to notify the public of the state's status, as determined by the Secretary of Education; and that DSHS was advised to obtain technical assistance (TA) in the following areas:

- A. Indicator 1 – Timely service provision
- B. Indicator 7 – 45-Day timeline
- C. Indicators 8A and 8C – Early childhood transition
- D. Indicator 9 – Timely correction of noncompliance

As required in the June 6, 2008 letter, Washington State reports that DSHS, ITEIP performed the following:

- A. Notified the public of this action by posting Washington's Part C determination letter on the agency's ITEIP website, by distributing this information to the State Interagency Coordinating Council and committees, and by distributing it through a broadcast email to stakeholders.
- B. Washington State DSHS accessed the "Technical Assistance Related to SPP Indicators and Determinations" website, reviewed the investigative questions, and determined the technical assistance and actions that were most appropriate. For information about the technical assistance received and actions taken, please see the applicable Indicators.

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**Monitoring Priority: Early Intervention Services In Natural Environments**

**Indicator 1: Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner.**

(20 U.S.C. 1416(a)(3)(A) and 1442)

**Federal Measurement:**

Percent = [(# of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner) divided by the (total # of infants and toddlers with IFSPs)] times 100.

Account for untimely receipt of services.

**Applied:**

349 infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner

368 infants and toddlers with IFSPs

Percent =  $(349/368) * 100 = 95\%$

FFY	Measurable and Rigorous Target
2007	100% of infants and toddlers with IFSPs receive the early intervention services on their IFSP in a timely manner.

**Actual Target Data for FFY 2007:**

- A. 95% of infants and toddlers with IFSPs received early intervention services on their IFSPs in a timely manner. Of the infants and toddlers with IFSPs that met the timely services requirement:
  - 1. 84% or 311 infants and toddlers received services in a timely manner; and,
  - 2. 11% or 38 infants and toddlers received services late, due to exceptional family circumstances.
- B. 5% or 19 infants and toddlers with IFSPs received some late services, due to other reasons, such as:
  - 1. 2 IFSPs identified scheduling difficulties; and,
  - 2. 17 IFSPs did not contain sufficient information to determine the exact reason for the delay in service provision.

ITEIP required that IFSP services began as soon as possible and no later than 30 days from when the parent provided consent for services. Parent consent was obtained at the IFSP meeting and was

documented on the IFSP signature page. When services were not provided in a timely manner, due to exceptional family or child circumstances, documentation in either the IFSP or other service records was required. Enhancements made to the ITEIP Data Management System now require these dates to be entered, allowing LLAs and ITEIP to run reports and analyze timely services data for all infants and toddlers with IFSPs.

**Correction of Noncompliance Related to Indicator 1:**

FFY	Number of Findings of Noncompliance Related to Indicator 1	Number of Findings for which Correction was Verified within One Year	Number of Findings for which Correction was Subsequently Verified
FFY 2005	1	0	1 (2007)
FFY 2006	0	0	0

FFY 2006 DSHS Operations Review and Consultation (ORC) audits of nine LLAs did not result in any findings of noncompliance. While no findings of noncompliance were made because LLAs with less than 100% were able to demonstrate compliance prior to a finding being issued, ITEIP ensures that all infants and toddlers with IFSPs that did not receive timely services subsequently received those services. In addition to these audits, ITEIP used FFY 2006 timely services data, obtained during on-site file reviews, to make its determinations for all LLAs. These findings were made in FFY 2007.

For the LLA with uncorrected FFY 2005 noncompliance, the following actions, including sanctions and enforcements were taken and the noncompliance later verified as corrected:

- A. Revised Corrective Action Plan
- B. Required receipt of technical assistance

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2007:**

**Determination: Needs Assistance – Year 2**

- A. Technical assistance was accessed from:
  - 1. Regional Resource Center's Program website
  - 2. National Early Childhood Technical Assistance Center website
  - 3. Western Regional Resource Center
  - 4. National Early Childhood Technical Assistance Center (Anne Lucas).
- B. Based on the technical assistance received, the following actions were taken:
  - 1. Enhanced data collection, monitoring, and analysis
  - 2. Provided policy clarification and guidance
  - 3. Conducted targeted technical assistance
  - 4. Developed strategies and plans to enhance targeted technical assistance and training

For Indicator 1, progress was made in moving closer to compliance by going from 90% in FFY 2006 to 95% in FFY 2007.

During FFY 2007, annual compliance data was shared at LLA quarterly meetings, SICC and committee meetings, and with early intervention funding sources administrators. As required, it was also posted on the ITEIP website. Some strategies ITEIP used to focus improvement efforts included:

- A. Increased use of data in making program improvement decisions.
- B. Provision of targeted on-site technical assistance, based upon LLA data.
- C. Disseminated LLA program improvement strategies, shown effective via quarterly LLA meetings.
- D. Promoted more efficient evaluation and eligibility determination practices.

Over the past year, ITEIP increased its capacity to collect and analyze Indicator 1 data through the enhancements that were made to its Data Management System. LLAs and ITEIP are now able to utilize IFSP compliance data reports to assess the provision of timely services, within a specified timeframe, for identified providers and by each Family Resources Coordinator (FRC). New compliance data reports allow LLAs and ITEIP to drill down into LLA compliance data, by provider and by FRC. With this information, enhanced targeted technical assistance will be provided to LLAs, service providers, and FRCs. Regular and periodic review of compliance indicator data is now an essential component of ITEIP's general supervision system.

#### **Improvement Activities Completed FFY 2005 – FFY 2007:**

ITEIP staff provided technical assistance to all LLAs on the compliance requirement to provide services in a timely manner consistent with Washington State's standard.
External auditors received technical assistance from ITEIP on implementing revised audit protocols to meet federal expectations and to better assess compliance with the timely services requirement.
Resources were obtained to make upgrades to the ITEIP Data Management System. The upgrades that were made during FFY 2007 have improved the quality of data needed to report on this indicator. Upgrades have enhanced central office desk audit and tracking capacity, and include collection of timely services per IFSP and service for all eligible infants, toddlers, and families.
ITEIP revised contract language that increased LLA reporting requirements on program improvement efforts and activities to assist in meeting the timely services requirement.
Training was provided to school district staff to reinforce their need to continue to provide Child Find in coordination with ITEIP and their LLA.
ITEIP provided training on school district required participation in early intervention by September 1, 2009.
ITEIP instituted quarterly LLA contractor meetings where each agenda included time to review and discuss SPP/APR compliance and performance data.
ITEIP staff monitored mediation requests, citizen's complaints, and administrative hearings for compliance with the timely services requirement. During this report timeframe, there were no formal complaints, mediation, or administrative hearing requests filed.

#### **Revisions (With Justification) to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2007:**

ITEIP reviewed and revised its improvement activities. Upon evaluating its improvement activities, ITEIP removed improvement activities that it determined were not impacting performance on this indicator, revised improvement activities to be better aligned with this indicator, and added additional improvement activities, as determined necessary.

**New and/or Revised Improvement Activities for FFY 2008 – FFY 2010:**

<b>Activities</b>	<b>Timelines</b>	<b>Resources</b>
All school districts will participate in the early intervention system no later than September 2009. Continue to provide school district training as necessary.	2008 – 2011	ITEIP, LLA, and training contractors
Continue quarterly LLA contractor meetings.	2008 – 2011	ITEIP and LLAs
Continue to monitor mediation requests, citizen's complaints, and administrative hearings for compliance with the timely services requirement.	2008 – 2011	ITEIP
Complete timely citizen complaint investigations and assure corrective action plans are implemented.	2008 – 2011	ITEIP
Use new ITEIP Data Management System compliance report to do desk audits and periodic compliance data reviews.	2008 - 2010	ITEIP and LLAs

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**Monitoring Priority: Early Intervention Services in Natural Environments**

**Indicator 2: Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or programs for typically developing children.**

**Measurement:** Percent = [(# of infants and toddlers with IFSPs who primarily receive early intervention services in the home or programs for typically developing children) divided by the (total # of infants and toddlers with IFSPs)] times 100.

**Applied:**

3,364 infants and toddlers with IFSPs who primarily receive early intervention services in the home or programs for typically developing children

4,573 total # of infants and toddlers with IFSPs

Percent = (3,364/4,573) \* 100 = **74%**

FFY	Measurable and Rigorous Target
2007	70% of infants and toddlers with IFSPs will receive early intervention services in the home or programs for typically developing children as their primary service setting.

**Actual Target Data for FFY 2007:**

**74%** of infants and toddlers with IFSPs received early intervention services in home or programs for typically developing children as their primary service setting. This data is based on the December 1, 2007 child count. ITEIP exceeded the annual target for this indicator.

ITEIP gathered and reviewed quarterly Local Lead Agency (LLA) and statewide aggregated census data for this indicator. In addition, ITEIP completed on-site data verification and file review of FFY 2007 natural environments primary service setting data. During on-site monitoring visits, the IFSPs primary service setting calculation was reviewed. The quality and appropriateness of the justification given when services were not provided in a natural environment was also reviewed.

During October 2008, ITEIP consulted with OSEP staff and received additional assistance and guidance regarding this indicator. OSEP recommended ITEIP continue to implement its policies and procedures related to service provision in natural environments with LLA compliance monitored closely and enforcement actions taken when needed.

**Correction of Noncompliance Related to Indicator 2:**

FFY	Number of Findings of Noncompliance Related to Indicator 2	Number of Findings for which Correction was Verified within One Year	Number of Findings for which Correction was Subsequently Verified
FFY 2005	4	3	1 (2008)
FFY 2006	3	2	1 (2008)

For the LLA with uncorrected FFY 2005 noncompliance, the following activities, including sanctions and enforcements were taken and the noncompliance was subsequently verified as corrected:

- A. On-site technical assistance was provided multiple times over the past year.
- B. Program Director and assigned Program Manager met with LLA and CICC to review data, discuss improvement activities, and to provide policy guidance.
- C. LLA and CICC developed and amended corrective action plans.

For the LLA with uncorrected FFY 2006 noncompliance, the following activities, including sanctions and enforcements were taken and the noncompliance was subsequently verified as corrected:

- A. On-site technical assistance was provided multiple times over the past year.
- B. Program Director and assigned Program Manager met with LLA and CICC to review data, discuss improvement activities, and to provide policy guidance.
- C. LLA and CICC developed and amended corrective action plans.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2007:**

ITEIP's FFY 2007 data of 74% represent progress from its FFY 2006 data of 62%. ITEIP exceeded its FFY 2007 target of 70%.

At quarterly meetings, Washington State's SICC and committees reviewed and analyzed natural environments data. ITEIP met with local ICCs and LLAs, providing policy guidance when data demonstrated their annual target was not being met. For the LLAs that continued to be challenged in meeting the natural environments requirement, ITEIP continued to provide guidance and technical assistance. Additional guidance has also been provided on appropriate justifications when services could not be provided in the natural environment. ITEIP's Data Management System has been updated to reflect the three 618 setting options.

**Improvement Activities Completed FFY 2005 – FFY 2007:**

At each of the quarterly meeting, the State Interagency Coordinating Council (SICC) reviewed ITEIP settings data and compared actual performance with the established target. This data review process assisted ITEIP and LLAs in setting priorities, implementing improvement strategies, and providing technical assistance.

SICC and Data Committee meetings included a review of settings data. These reviews facilitated a more in-depth discussion about the local issues that may have contributed to a LLA's low performance. The review of settings data also contributed to the identification of potential improvement strategies that were then reported at SICC meetings.

LLA quarterly settings data was posted on ITEIP's website. Stakeholders and the public were made more aware of this data. LLAs needing improvement were more clearly identified, with the technical

assistance provided in a more focused and individualized manner. ITEIP site visits and technical assistance phone conferences allowed direct discussions with LLAs who failed to meet state targets.

LLA contract language was strengthened to require reporting of local improvement efforts that addressed the natural environments requirements.

**Revisions (With Justification) to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2007:**

ITEIP reviewed and revised its improvement activities. Upon evaluating its improvement activities, ITEIP removed improvement activities that it determined were not impacting performance on this indicator, revised improvement activities to better align them with this indicator, and added additional improvement activities, as determined necessary.

**New and/or Revised Improvement Activities for FFY 2008 – FFY 2010:**

Activities	Timelines	Resources
Work with early intervention funding sources to assist with meeting annual performance target and compliance requirements.	2008 – 2010	ITEIP and participating state agencies



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**Monitoring Priority: Early Intervention Services in Natural Environments**

**Indicator 3: Percent of infants and toddlers with IFSPs who demonstrate improved**

- A. Positive social-emotional skills (including social relationships)**
- B. Acquisition and use of knowledge skills (including early language/communication)**
- C. Use of appropriate behaviors to meet their needs.**

(20 USC 1416(a) (3)(A) and 1442)

**Measurement: (As defined by the Individuals with Disabilities Education Act [IDEA] and the Office of Special Education Programs)**

**A. Positive social-emotional skills (including social relationships):**

- a. Percent of infants and toddlers who did not improve functioning =  $\left[ \frac{\text{(\# of infants and toddlers who did not improve functioning)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right]$  times 100.
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right]$  times 100.
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right]$  times 100.
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right]$  times 100.
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who maintained functioning at a level comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right]$  times 100.

If a + b + c + d + e does not sum to 100%, explain the difference.

**B. Acquisition and use of knowledge and skills (including early language/communication and early literacy):**

- a. Percent of infants and toddlers who did not improve functioning =  $\left[ \frac{\text{(\# of infants and toddlers who did not improve functioning)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right]$  times 100.
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to

functioning comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$

- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who maintained functioning at a level comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$

If a + b + c + d + e does not sum to 100%, explain the difference.

C. Use of appropriate behaviors to meet their needs:

- a. Percent of infants and toddlers who did not improve functioning =  $\left[ \frac{\text{(\# of infants and toddlers who did not improve functioning)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who maintained functioning at a level comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$

If a + b + c + d + e does not sum to 100%, explain the difference.

FFY	Measurable and Rigorous Target
2010	To be determined after baseline is established.

**Actual Target Data for FFY 2007:**

NA

**Progress Data for Federal Fiscal Year (FFY) 2007:**

Progress data for children exiting the program in 2007, who received at least six months of service are presented in the following tables:

<b>A. Positive social-emotional skills (including social relationships)</b>	<b>Number of children</b>	<b>% of children</b>
1. Percent of infants and toddlers who did not improve functioning:	5	1.79%
2. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers:	61	21.86%
3. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers, but did not reach (it):	49	17.56%
4. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers:	86	30.82%
5. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers:	78	27.96%
<b>Total</b>	<b>N = 279</b>	<b>100%</b>

<b>B. Acquisition and use of knowledge and skills (including early language/communication and early literacy):</b>	<b>Number of children</b>	<b>% of children</b>
1. Percent of infants and toddlers who did not improve functioning:	8	2.87%
2. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers:	67	24.01%
3. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers, but did not reach (it):	48	17.20%
4. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers:	66	23.66%
5. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers:	90	32.26%
<b>Total</b>	<b>N = 279</b>	<b>100%</b>

<b>C. Use of appropriate behaviors to meet their needs:</b>	<b>Number of children</b>	<b>% of children</b>
1. Percent of infants and toddlers who did not improve functioning:	6	2.15%
2. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers:	42	15.05%
3. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers, but did not reach (it):	35	12.54%
4. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers:	86	30.53%

5. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers:	110	39.64%
Total	N = 279	100%

**Discussion of Progress Data, Improvement Activities Completed, and Explanation of Progress or Slippage for FFY 2007:**

ITEIP is confident that it will be able to report baseline data for this indicator in 2010. The number of children reported for this indicator increased from four (4) children in FFY 2006 to 279 children in FFY 2007. Enhancements to its Data Management System were completed that allowed collection of this data to occur at a state level, with the capacity to drill down and cross check child level data verifying the data was entered correctly.

All early intervention teams continued to incorporate the Child Outcome Summary Form (COSF) process into the initial and transition IFSP processes. IFSP teams were encouraged to continue to utilize any of the following norm-referenced or curriculum-based measures to assess and report levels of child functioning:

- Ages and Stages (ASQ) – for interview information
- Assessment, Evaluation, and Programming System for Infants and Children (AEPS) Second Edition – Birth to Three
- Battelle Developmental Inventory – Second Edition (BDI-2)
- Carolina Curriculum for Infants and Toddlers with Special Needs (CCITSN)
- Developmental Assessment of Young Children (DAYC)
- Hawaii Early Learning Profile

COSF information continued to be available for technical assistance and training purposes from the ITEIP training website at <http://www.dshs.wa.gov/iteip/DataSysAndTrain.html>. ITEIP program managers continued to provide onsite targeted technical assistance, as needed.

See Washington State's Part C FFY 2006 SPP, Indicator 3, revised in April 2008 for an overview of ITEIP's system for collecting child outcomes. The SPP is located on the ITEIP website, for easy reference at <http://www.dshs.wa.gov/iteip/Publications.html>.

**Improvement Activities Completed in FFY 2007:**

The ITEIP Data Management System was updated, so that data entry errors and omissions were minimized.
ITEIP analyzed data and worked with LLAs to correct data inconsistencies.
Provided COSF updates at LLA meetings.
COSF programming rules were added to the ITEIP Data Management System.

**Revisions, with Justification to Proposed Targets/Improvement Activities/Timelines/Resources that occurred for FFY 2007:**

ITEIP reviewed and revised its improvement activities. Upon evaluating its improvement activities, ITEIP removed improvement activities that it determined were not impacting performance on this indicator, revised improvement activities to better connect them to the indicator, and added additional improvement activities, as determined necessary.

**New and/or Revised Improvement Activities for FFY 2008 – FFY 2010:**

<b>Improvement Activities</b>	<b>Timelines</b>	<b>Resources</b>
ITEIP will provide training for Local Lead Agency administrators in doing periodic random sample reviews of COSFs for assessing quality and completeness.	2007-2010	ITEIP Staff
ITEIP will analyze data reports that include data aggregated by Local Lead Agencies and Division of Developmental Disabilities Regions to identify possible data inconsistencies or problems.	2007-2010	SICC and Data Committee ITEIP Staff
Provide COSF training updates at quarterly Local Lead Agency Regional Meetings.	2007-2010	ITEIP Staff
Review data to determine if LLAs are making sufficient progress toward obtaining COSF entry and exit data for all children enrolled in early intervention for at least six months.	2009-2010	ITEIP Staff, LLAs, and Service Providers. SICC and Data Committee

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**Monitoring Priority: Early Intervention Services in Natural Environments**

**Indicator 4: Percent of families participating in Part C who report that early intervention services have helped the family:**

- A. Know their rights**
- B. Effectively communicate their children's needs**
- C. Help their children develop and learn**

(20 U.S.C. 1416(a)(3)(A) and 1442)

**Measurement:**

- A. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family know their rights) divided by the (# of respondent families participating in Part C)] times 100.
- B. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family effectively communicate their children's needs) divided by the (# of respondent families participating in Part C)] times 100.
- C. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family help their children develop and learn) divided by the (# of respondent families participating in Part C)] times 100.

**Applied:**

- A. 104 of 134 respondent families participating in Part C reported that early intervention services have helped the family know their rights.  
Percent =  $(104/134) * 100 = 78\%$
- B. 114 of 133 respondent families participating in Part C reported early intervention services have helped the family effectively communicate their needs.  
Percent =  $(114/133) * 100 = 86\%$
- C. 125 of 134 of respondent families participating in Part C who reported that early intervention services have helped them help their child develop and learn  
Percent =  $(125/134) * 100 = 93\%$

FFY	Measurable and Rigorous Target
2007	A. At least <b>76%</b> of families know their rights. B. At least <b>85%</b> of families effectively communicate their children's needs. C. At least <b>85%</b> of families help their children develop and learn.

**Actual Target Data for FFY 2007:**

- A. **78%** of families know their rights.
- B. **86%** of families effectively communicate their children's needs.
- C. **93%** of families help their children develop and learn.

FFY 2007 family outcome data continued to be collected and reported using the Early Childhood Outcomes Center (ECO) Family Survey. This is the second year ITEIP used the ECO Family Survey to collect and report family outcome data for the APR. ITEIP required its Family Resources Coordinators (FRCs) to request that families complete the ECO Family Survey at all annual IFSP meetings and all exit/transition IFSP meetings.

During FFY 2007, the ITEIP Data Management System was updated to allow FRCs to print ECO Family Surveys directly from the system. Effective October 1, 2008, Local Lead Agencies (LLAs) and early intervention providers were directed to implement a new ECO Family Survey distribution process. In the past, surveys were disturbed and collected once a year. As of October 1, 2008, surveys were distributed and collected at each Annual and Transition IFSP meeting.

Census data was collected for this indicator. The representativeness (geographic area, region, race/ethnicity, age of the child, length of program participation and socio-economic status) of the survey data will be monitored by comparing survey response data with the December 1 Child Count and other program data. All geographic areas and regions were represented. When considering the age of the child served, children ages 12 – 24 months were under represented in the survey (19% versus 30%). When considering ethnicity/race, there were no respondents who identified themselves as African-American (0% versus 3%). There was a fairly equal representation of respondents receiving program services for less than 12 and more than 12 months (shorter versus longer participation).

Age of Child	Survey Responses	December 1, 2007 Child Count
Birth – 12 months	10%	10%
12 – 24 months	19%	30%
24 – 36 months	65%	59%
36 + months	5%	
No response	0%	

Race/Ethnicity	Survey Responses	December 1, 2007 Child Count
White	60%	57%
Hispanic	11%	17%
Asian/Pacific Islander	3%	5%
African American	0%	3%
Native American	3%	3%
Multiracial	18%	15%
No response	4%	

**Length of time in early intervention      Survey Responses**

1-6 months	24%
6-12 months	28%
Longer than 12 months	45%
No response	1%

Medicaid Eligible	Survey Responses	Medicaid Eligible Children Enrolled in ITEIP
Yes	49%	52%
No	51%	48%

When interpreter services were required, the ECO Family Survey was completed either before or after the Annual IFSP and Transition Planning Conference when interpreters were already present. ITEIP is confident that with a higher response rate, ECO Family Survey data will be representative of the children and families served statewide.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2007:**

The ITEIP Data Management System was enhanced so that data could be consistently obtained at least annually and/or upon exit from program. Because data was collected from all LLAs serving eligible infants and toddlers throughout the year, the data helped to inform state and local improvement efforts.

**Improvement Activities Completed FFY 2005 – FFY 2007:**

A full time Parent Participation Coordinator, through a contract with the Washington Parent Training and Information Center (Washington Parents Are Vital in Education [PAVE]) continued to be funded.

Implemented ECO Family Survey dissemination policies and procedures.

Enhancements were made to the ITEIP Data Management System and a memo of clarification sent to LLAs that described enhancements.

Evaluated and revised ECO Family Survey distribution procedures requiring year round data collection occurring at each Annual IFSP and Transition Planning Conference assuring interpreters were available.

**Revisions (With Justification) to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2007:**

ITEIP is establishing its FFY 2006 data for this indicator as its baseline data. This action was taken because ITEIP used the ECO Family Survey (a new measurement tool) in FFY 2006 and has determined the data is not comparable to previously reported data. Thus, the revised baseline data are: 4A – 67%, 4B – 78%, 4C – 83%. Because the targets set in the SPP were based upon data obtained through the previously used measurement tool for this indicator, ITEIP also has now established new targets for these indicators.

Revised targets for Indicators 4A, 4B, and 4C were sent to State Interagency Coordinating Council (SICC) members for their review and input on January 13, 2009 along with the draft Annual Performance Report (APR). The SICC approved the revised targets and the draft APR on January 20, 2009.

FFY	Measurable and Rigorous Target
2007	A. At least <b>75%</b> of families know their rights.



(2007-2008)	B. At least <b>80%</b> of families effectively communicate their children's needs. C. At least <b>85%</b> of families help their children develop and learn.
<b>2008</b> (2008-2009)	A. At least <b>77%</b> of families know their rights. B. At least <b>82%</b> of families effectively communicate their children's needs. C. At least <b>87%</b> of families help their children develop and learn.
<b>2009</b> (2009-2010)	A. At least <b>79%</b> of families know their rights. B. At least <b>84%</b> of families effectively communicate their children's needs. C. At least <b>89%</b> of families help their children develop and learn.
<b>2010</b> (2010-2011)	A. At least <b>81%</b> of families know their rights. B. At least <b>86%</b> of families effectively communicate their children's needs. C. At least <b>91%</b> of families help their children develop and learn.

ITEIP also reviewed and revised its improvement activities. Upon evaluating its improvement activities, ITEIP removed improvement activities that it determined were not impacting performance on this indicator, revised improvement activities to better align with this indicator, and added additional improvement activities as determined necessary.

**New and/or Revised Improvement Activities for FFY 2008 – FFY 2010:**

Activities	Timelines	Resources
Continue to provide technical assistance and training in meeting ECO Family Outcomes	2008 - 2010	ITEIP and SICC Family Leadership Team
Continue to provide technical assistance and training in administering and distributing the ECO Family Survey	2008 - 2010	ITEIP
Continue to evaluate and revise as needed ECO Family Survey dissemination policies and procedures.	2008 - 2010	ITEIP

**Part C State Annual Performance Report (APR) for FFY 2007  
October 1, 2007 through September 30, 2008**

**Overview of the Annual Performance Report Development:**

See Overview of the APR Development, page 1.

**Monitoring Priority: Effective General Supervision Part C / Child Find**

**Indicator 5: Percent of infants and toddlers, birth to 1, with IFSPs compared to:**

**A. Other States with similar eligibility definitions**

**B. National data.**

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Federal Measurement:**

A. Percent = [(# of infants and toddlers birth to 1 with IFSPs) divided by the (population of infants and toddlers birth to 1)] times 100 compared to the same percent calculated for other States with similar (narrow, moderate or broad) eligibility definitions.

B. Percent = [(# of infants and toddlers birth to 1 with IFSPs) divided by the (population of infants and toddlers birth to 1)] times 100 compared to National data.

**Applied:**

458 infants and toddlers birth to 1 with IFSPs (Based on day in time count.)

86,845 infants and toddlers birth to 1 in the state (Data Source: Center for Health Statistics, Washington State Department of Health. November 2007.)

Percent =  $(458 / 86,845) * 100 = 0.53\%$

FFY	Measurable and Rigorous Target
2007	0.80% of Washington State's infants under the age of 12 months will be identified and made eligible for early intervention services.

**Actual Target Data for FFY 2007:**

0.53% of Washington State's infants under the age of 12 months were identified and made eligible for early intervention services.

This is based upon the December 1, 2007 day in time count of children for 2007 as reported in "Table C-9. Percent of infants and toddlers receiving early intervention services under IDEA, Part C, by age and state: 2007."

**A. Comparing Washington State to Other States with Similar Eligibility Criteria**

During FFY 2007, based upon the estimated data provided by the U.S. Census Department, of the 24 states OSEP described as having broad eligibility definitions and criteria in 2007, Washington State ranked 22<sup>nd</sup> at 0.52%. Only two other states with broad eligibility definitions

and criteria (American Samoa [0.52%] and Mississippi [0.49%] ranked the same or lower than Washington State.

Some of the other states with broad eligibility criteria, ranking above Washington State, included Florida (0.58%), Alabama (0.58%), Virginia (0.70%), Arkansas (0.72%), Northern Marianas (0.77%), Wisconsin (0.91%) and Texas (0.92%).

#### **B. National Data**

During FFY 2007, based upon the estimated data provided by the U.S. Census Department, 1.06% of all infants residing in the 50 states and Washington D.C., under the age of 12 months, were identified and determined eligible for early intervention services. When compared to the national average, Washington State ranked 47<sup>th</sup> among the 50 States and D.C. During FFY 2006, Washington State ranked 48<sup>th</sup>.

*Data Source: U.S. Department of Education, Office of Special Education Programs, Data Analysis System (DANS) OMB 3 1820-0557; "Infants and Toddlers Receiving Early Intervention Services in Accordance with Part C," 2006. Data updated as of July 15 2007. U.S. Bureau of the Census. Population data for 2006 accessed from [http://www.census.gov/popest/states/asrh/files/SC\\_EST2006\\_AGESEX\\_RES.csv](http://www.census.gov/popest/states/asrh/files/SC_EST2006_AGESEX_RES.csv).*

#### **Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2007:**

The data percentage grew only slightly (0.012%), from FFY 2006. ITEIP did not meet its FFY 2007 percentage target until March 2008. The number of infants, birth to age one, served in Washington State increased an additional 32, from 426 in FFY 2006 to 458 in FFY 2007; and the population of infants and toddlers, birth to age one, in the state increased 220, from 82,625 in FFY 2006 to 86,845 in FFY 2007. (Data Source: Center for Health Statistics, Washington State Department of Health. November 2007.)

During FFY 2007, ITEIP worked with the SICC to identify and address the reasons for the continuing low percentage of infants, ages birth to 12 months, being identified and made eligible for early intervention services. ITEIP is completing its exploration of the issues surrounding the low referral and eligibility determination rates of infants, ages birth to 12 months. Once referral and eligibility issues are identified, improved outreach to referrals sources and families can be initiated.

#### **Improvement Activities Completed FFY 2005 – FFY 2007:**

The SICC Data and Services Committees reviewed the data for this indicator and attempted to identify the issues related to not meeting target.

The SICC Personnel and Training Committee conducted an informal survey of private therapists and hospital based pediatric therapy clinics not participating in the State Part C Program and who serve the most populated regions of the State. The informal survey was to identify some of the factors that contributed to the low number of infants (under 12 months of age) being referred to early intervention over the past year. Survey information will be used to develop future state and local implementation strategies.

Provided outreach to the Washington State Department of Social and Health Services (DSHS), Children's Administration for the purpose of increasing Child Find to infants and toddlers in foster care. Child Health Education Tracking staff continued to screen all children, birth to three, placed in foster care over 30 days, and referred any child who demonstrated a concern to a Family Resources Coordinator or ITEIP.

Met with Department of Early Learning staff to increase their awareness of Part C services and to enhance coordination of Child Find and other early childhood activities.

Continued to provide targeted public awareness to medical home teams, parents/families, physicians, child care providers, and agencies.

Provided training and technical assistance at the 2006 and 2007 Early Hearing Loss Detection, Diagnosis and Intervention (EHDDI) Conferences to assure referrals to ITEIP occurred and that services provided followed IDEA, Part C, and ITEIP requirements. Both EHDDI Conferences included regional breakout sessions where local resources were shared. Strategies for improving the coordination of referrals resulting from new born hearing screenings were discussed.

**Revisions (With Justification) to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2007:**

ITEIP reviewed and revised its improvement activities. Upon evaluating its improvement activities, ITEIP removed improvement activities that it determined were not impacting performance, revised improvement activities to better align with this indicator, and added additional improvement activities, as determined necessary.

**New and/or Revised Improvement Activities for FFY 2008 – FFY 2010:**

Activities	Timelines	Resources
Statewide video conference to provide outreach to programs serving infants and young children who are homeless.	FFY 2008	ITEIP, OSPI, Head Start, Department of Early Learning
Improve data analysis.	FFY 2008 - 2010	ITEIP and LLAs.
Improve collaboration/coordination with medical community.	FFY 2008 - 2010	ITEIP and LLAs

**Part C State Annual Performance Report (APR) for FFY 2007  
October 1, 2007 through September 30, 2008**

**Overview of the Annual Performance Report Development:**

See Overview of the APR Development, page 1.

**Monitoring Priority: Effective General Supervision Part C / Child Find**

**Indicator 6: Percent of infants and toddlers, birth to 3, with IFSPs compared to:**

**A. Other States with similar eligibility definitions**

**B. National data**

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Federal Measurement:**

- A. Percent = [(# of infants and toddlers birth to 3 with IFSPs) divided by the (population of infants and toddlers birth to 3)] times 100 compared to the same percent calculated for other States with similar (narrow, moderate or broad) eligibility definitions.
- B. Percent = [(# of infants and toddlers birth to 3 with IFSPs) divided by the (population of infants and toddlers birth to 3)] times 100 compared to National data.

**Applied:**

4,573 infants and toddlers, birth to 3, with IFSPs

251,185 infants and toddlers, birth to 3 (Source: Center for Health Statistics, Washington State Department of Health. November 2007.)

Percent = (4,573 / 251,185) \*100 = **1.82%**

FFY	Measurable and Rigorous Target
<b>2007</b>	<b>1.90%</b> of Washington State's infants and toddlers, birth to three, will be identified and made eligible for early intervention services.

**Actual Target Data for FFY 2007:**

**1.82%** of Washington State's infants and toddlers were identified and made eligible for early intervention services. This is an increase since last year's APR. By June 2, 2008, ITEIP reached the target of 1.90%.

This based upon the December 1, 2007 day in time count of children for 2007 as reported in "Table C-9. Percent of infants and toddlers receiving early intervention services under IDEA, Part C, by age and state: 2007."

### A. Comparing Washington State to Other States with Similar Eligibility Criteria

Based upon the estimated data provided by the U.S. Department of Education, of the 25 states and territories, the Office of Special Education Programs (OSEP) rated as having broad eligibility criteria in 2007, Washington State ranked 20<sup>th</sup> at 1.77%. Five other states with broad eligibility criteria (Florida [1.66%], Alabama [1.46%], Northern Marianas [1.39%], Mississippi [1.34%]) and American Samoa [1.19%] ranked lower than Washington State.

Some of the other states with broad eligibility criteria ranking above Washington State included Texas (1.99%), California (2.11%), Michigan (2.32%), Iowa (2.52%), Wisconsin (2.61%), Ohio (2.64%), and Kansas (2.66%).

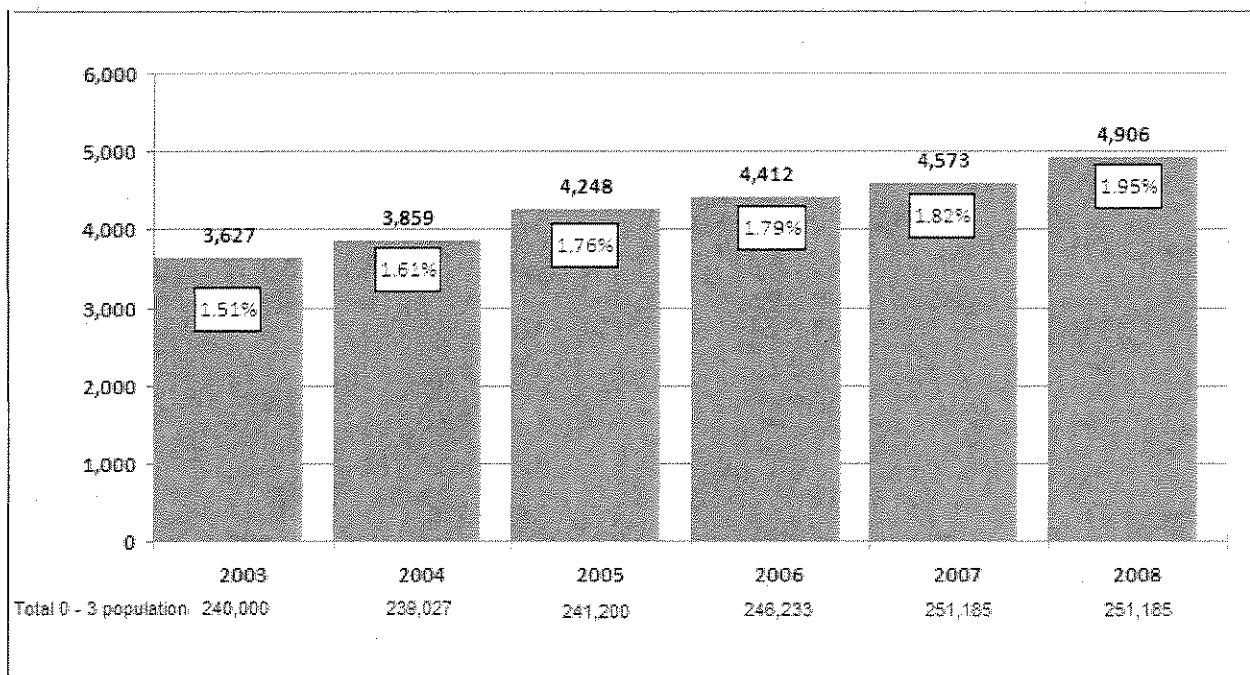
### B. National Data

Based upon the estimated data provided by the U.S. Department of Education, on average, 2.53% of all infants and toddlers, birth to three, in the 50 States, Washington D.C., and outlying areas were identified and determined eligible for early intervention services, during FFY 2007. When comparing Washington State's 1.77% of infants and toddler served to the national average of 2.53% infants and toddlers served, Washington State was 0.76% below the national average and ranked 43rd among all of the 50 states, Washington D.C., and outlying areas with broad, moderate, and narrow eligibility criteria and definitions.

*Data Source: U.S. Department of Education, Office of Special Education Programs, Data Analysis System (DANS) OMB 3 1820-0557; "Infants and Toddlers Receiving Early Intervention Services in Accordance with Part C," 2006. Data updated as of July 15 2007. U.S. Bureau of the Census.*

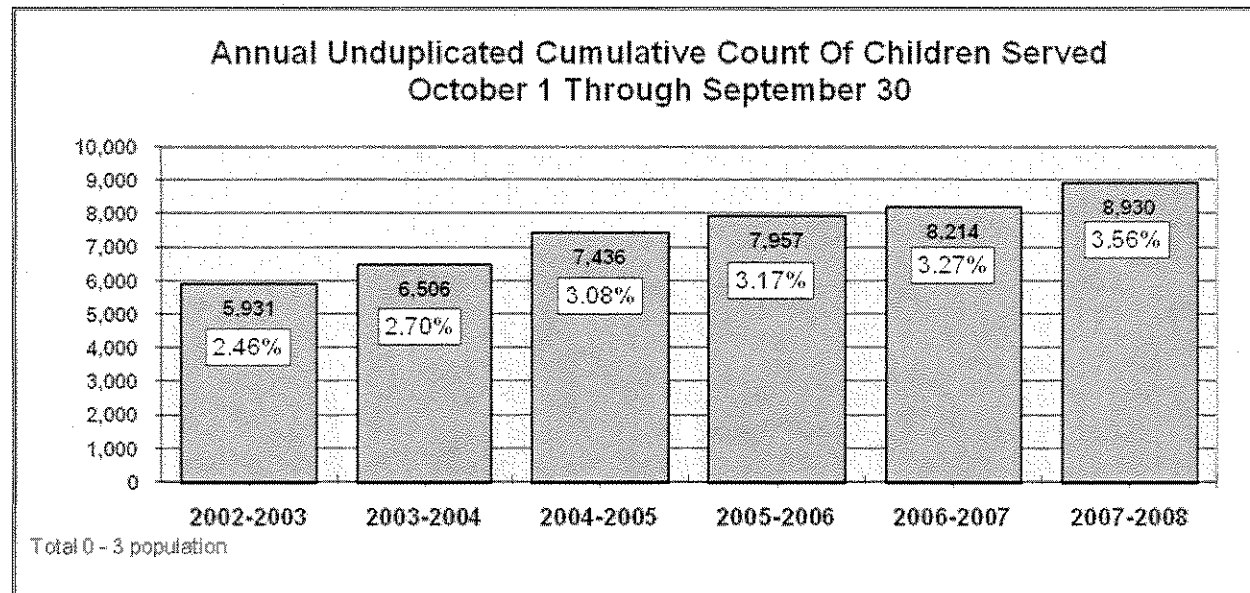
ITEIP collected and posted LLA data for this indicator each quarter on the ITEIP website. During the year, the data was also reported at each State Interagency Coordinating Council (SICC) meeting. The SICC Data and Services Committees also reviewed this indicator data periodically throughout the year. ITEIP and the SICC continued to review referral source and family issues impacting local Child Find efforts. Over the coming year, issues impacting physician and related health care provider referrals to early intervention will continue to be analyzed by ITEIP and the SICC.

The following charts compare over time the number and percentage of children served, birth to three, by a day in time:



The December 1 (Day in Time), 2008 unduplicated child count reported ITEIP served 4906 birth to three children which is over 1.95% of its total birth to three population. In FFY 2007, based on the cumulative child count, ITEIP served approximately 8,930 or 3.56% of its total birth to three population. ITEIP believes the cumulative child count of children served is more reflective of the percentage of the actual population served.

The annual unduplicated cumulative child count for FFY 2003 through 2007 is given in the bar graph below.



**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2007:**

ITEIP's data represent progress from its FFY 2006 data for this indicator of 1.79%. ITEIP did not meet its FFY 2007 target of 1.90%.

However, updated data collected through ITEIP's Data Management System shows that by June 1, 2008 it had met its target of 1.90%.

Targeted public awareness to parents/families, physicians, child care providers, Children's Administration, and Medicaid providers occurred.

ITEIP continued to require LLAs to distribute public awareness materials as part of their contractual agreement with ITEIP. ITEIP tracked the distribution of these materials statewide and used this information to identify any trends and patterns affecting referral and/or early identification efforts.

**Improvement Activities Completed FFY 2005 – FFY 2007:**

Targeted Child Find outreach and training was provided to the following agencies and organizations:

- Children's Administration (CA) State Academy Training staff
- Midwifery Programs
- Health Maintenance Organizations
- State Medicaid Healthy Options Plans
- Washington State Court Appointed Special Advocates (CASA)
- Washington State Parent & Family Educators Conference
- Washington State Judicial/Court conference
- Collaborated with DOH to develop Child Health Notes on health and disability related conditions for local medical communities.

ITEIP and the Department of Health (DOH), local health departments, and Children with Special Health Care Needs (CSHCN) programs coordinated many activities related to early identification and screening of children, birth to three, with disabilities or developmental delays, and their families.

ITEIP referral and other information has been updated to include DOH activities, such as Washington State Medical Home physician trainings and Grand Rounds; and the new Parent 123 website, an initiative of Within Reach (ITEIP's Central directory) became operational in March 2007. This online application enables families to find out if they are eligible for insurance and food programs in Washington State. When using this system, if a developmental concern is noted, the family is referred to the Family Health Hotline for referral to ITEIP and the local Family Resources Coordinator.

Over the past year, ITEIP worked with DOH staff to collaboratively share Medical Home resource materials and outreach information to medical and health care providers. A link to the Medical Home Leadership Network (MHLN) website now includes developmental surveillance and screening information and also provides information on how to refer into the Part C early intervention system. ITEIP and MHLN staff work together to keep information about the referral process to Part C services current and accurate.

ITEIP provided training and technical assistance at the 2006 and 2007 Early Hearing Loss Detection, Diagnosis and Intervention (EHDDI) Conferences to assure referrals to ITEIP occurred and that services provided followed IDEA, Part C, and ITEIP requirements. Both EHDDI Conferences included regional breakout sessions where local resources were shared. Strategies for improving the coordination of referrals resulting from new born hearing screenings were discussed.

**Revisions (With Justification) to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2007:**

ITEIP reviewed and revised its improvement activities. Upon evaluating its improvement activities, ITEIP removed improvement activities that it determined were not impacting performance on this indicator, revised improvement activities to better align with this indicator, and added additional improvement activities as determined necessary.



**New and/or Revised Improvement Activities for FFY 2008 – FFY 2010:**

<b>Activities</b>	<b>Timelines</b>	<b>Resources</b>
Statewide video conference to provide outreach to programs serving infants and young children who are homeless	FFY 2008	ITEIP, OSPI, Head Start, Department of Early Learning
Improve data analysis.	FFY 2008 - 2010	ITEIP and LLAs.
Improve collaboration/coordination with medical community.	FFY 2008 - 2010	ITEIP and LLAs

**Part C State Annual Performance Report (APR) for FFY 2007  
October 1, 2007 through September 30, 2008**

**Overview of the Annual Performance Report Development:**

See Overview of the APR Development, page 1.

**Monitoring Priority: Effective General Supervision Part C / Child Find**

**Indicator 7: Percent of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting were conducted within Part C's 45-day timeline.**

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Federal Measurement:**

Percent = [(# of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting was conducted within Part C's 45-day timeline) divided by the (# of eligible infants and toddlers evaluated and assessed)] times 100.

Account for untimely evaluations.

**Applied**

329 eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting was conducted within Part C's 45-day timeline

365 eligible infants and toddlers evaluated and assessed

Percent =  $(329/365) * 100 = 90\%$

FFY	Measurable and Rigorous Target
2007	100% of eligible infants and toddlers with IFSPs had an evaluation/assessment and initial IFSP meeting within Part C's 45-day timeline.

**Actual Target Data for FFY 2007:**

- A. 90% of infants and toddlers with IFSPs had an evaluation/assessment and initial IFSP meeting was conducted within Part C's 45-day timeline. Of the infants and toddlers with IFSPs that met the timely evaluation, assessment and initial IFSP requirement:
1. 71% or 258/365 infants and toddlers with IFSPs had an evaluation/assessment and initial IFSP meeting within Part C's 45-day timeline; and,
  2. 19% or 71/365 infants and toddlers with IFSPs had an evaluation/assessment and initial IFSP meeting that did not meet Part C's 45-day timeline, due to exceptional family circumstances.

- B. 10% or 36 infants and toddlers with IFSPs did not have an evaluation/assessment and initial IFSP meeting that met Part C's 45-day timeline, *due to other non-compliant reasons* that included:

1. Evaluation schedule was not timely
2. Not scheduled with time allowance for bad weather
3. Holiday closure of the program or provider
4. Lack of documentation

**Correction of Noncompliance Related to Indicator 7:**

FFY	Number of Findings of Noncompliance Related to Indicator 7	Number of Findings for which Correction was Verified within One Year	Number of Findings for which Correction was Subsequently Verified
FFY 2005	1	0	1 (2008)
FFY 2006	5	4	1 (2008)

In addition to verifying the correction of noncompliance occurred, ITEIP also ensured that all infants and toddlers that did not receive timely evaluations did receive needed evaluations.

For the LLA with uncorrected FFY 2005 noncompliance, the following activities, including sanctions and enforcements were taken and the noncompliance subsequently verified as corrected:

- A. Revised Corrective Action Plan
- B. Required receipt of technical assistance

NOTE: Beginning in FFY 2008 there is a new Local Lead Agency for this geographic area. The new LLA is aware of this compliance requirement and has received technical assistance.

For the LLA with uncorrected FFY 2006 noncompliance, the following activities, including sanctions and enforcements were taken and the noncompliance subsequently verified as corrected:

- A. Revised Corrective Action Plan
- B. Required receipt of technical assistance
- C. Frequent site visits

During FFY 2007, ITEIP conducted on-site data verification and file review to monitor LLA compliance with the evaluation, assessment, and initial IFSP meeting 45-day timeline requirement. At the conclusion of each site visit, LLA administrators participated in an exit interview that included a review of the data that was gathered. The LLA was given written notice at that time that the identified noncompliance needed to be corrected immediately. The LLA was also informed that their data would be reviewed periodically to verify progress had been made in correcting the identified noncompliance.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage for FFY 2007:**

**Determination: Needs Assistance – Year 2**

- A. Technical assistance was accessed from:
  1. Regional Resource Center's Program website
  2. National Early Childhood Technical Assistance Center website
  3. Western Regional Resource Center
  4. National Early Childhood Technical Assistance Center (Anne Lucas).

B. Based on the technical assistance received, the following actions were taken:

1. Enhanced data collection, monitoring, and analysis
2. Provided policy clarification and guidance
3. Conducted targeted technical assistance
4. Developed strategies and plans to enhance targeted technical assistance and training

For Indicator 7, substantial progress was made in moving closer to meeting compliance, by going from 82% in FFY 2006 to 90% in FFY 2007.

During FFY 2007, annual compliance data was shared at LLA quarterly meetings, SICC and its committee meetings, and with early intervention funding sources administrators. As required, it was also posted on the ITEIP website. Some strategies ITEIP used to focus improvement efforts included:

- A. Increased use of data in making program improvement decisions.
- B. Provision of targeted on-site technical assistance based upon LLA data.
- C. Disseminated LLA program improvement strategies, shown effective and shared at quarterly LLA meetings.
- D. Promoted more efficient evaluation and eligibility determination practices.

Over the past year, ITEIP increased its capacity to collect and analyze Indicator 7 data through the enhancements that were made to its Data Management System. LLAs and ITEIP are now able to utilize IFSP compliance data reports to assess the provision of timely evaluations, assessments, and IFSP meetings. New compliance data reports gave LLAs and ITEIP the capacity to drill down into compliance data by provider and by Family Resources Coordinator (FRCs). With this information, enhanced targeted technical assistance was provided to LLAs, service providers, and FRCs.

State and local Indicator 7 IFSP data will be reviewed on an on-going basis to monitor progress and to focus technical assistance. Regular and periodic review of compliance indicator data was an added component to ITEIP's general supervision system. During FFY 2007, annual compliance data was shared at LLA quarterly meetings, SICC and its Committee meetings, and with early intervention funding sources administrators.

#### **Improvement Activities Completed FFY 2005 – FFY 2007:**

ITEIP changed LLA contract language that increased LLA reporting requirements. LLAs were required to report on their progress in meeting this compliance indicator.

ITEIP instituted quarterly Local Lead Agency contractor meetings where each agenda included time to review and discuss SPP/APR compliance and performance data.

ITEIP provided targeted technical assistance on Indicator 7, during FFY 2007 data verification site visits. The data verification site visit protocol developed and implemented for collecting FFY 2006 data was revised for the 2007 data collection site visits and file reviews. At the end of each site visit, the LLA administrator reviewed and signed the data summary report, and if noncompliance was identified, the signed summary served to provide written notice requiring correction to be made as soon and no later than one year from the date of the site visit.

ITEIP continued to conduct formal external program and fiscal audits. The ORC Audit Guide was revised to be better aligned with current SPP/APR reporting requirements. Auditors also provided on-site technical assistance related to areas of audit focus.

Resources were obtained to upgrade the ITEIP Data Management System so the system could produce a compliance data report for program monitoring and data review purposes.

**Revisions (With Justification) to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2007:**

ITEIP reviewed and revised its improvement activities. Upon evaluating its improvement activities, ITEIP removed improvement activities that it determined were not impacting performance on this indicator, revised improvement activities to be better aligned with this indicator, and added additional improvement activities as determined necessary.

**New and/or Revised Improvement Activities for FFY 2008 – FFY 2010:**

Activities	Timelines	Resources
Continue quarterly LLA contractor meetings.	2008 – 2010	ITEIP
Continue to monitor mediation requests, citizen's complaints, and administrative hearings, for compliance with the timely evaluation and IFSP meeting requirements.	2008 – 2010	ITEIP
Use new ITEIP Data Management System compliance report to do desk audits and to do periodic compliance data review.	2008 – 2010	ITEIP and LLAs

**Part C State Annual Performance Report (APR) for FFY 2007  
October 1, 2007 through September 30, 2008**

**Overview of the Annual Performance Report Development:**

See Overview of the APR Development, page 1.

**Monitoring Priority: Effective General Supervision Part C / Effective Transition**

**Indicator 8: Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including:**

- A. IFSPs with transition steps and services;**
- B. Notification to the Local Education Agency (LEA), if child potentially eligible for Part B; and**
- C. Transition conference, if child is potentially eligible for Part B.**

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Federal Measurement**

A. Percent = [(# of children exiting Part C who have an IFSP with transition steps and services) divided by the (# of children exiting Part C)] times 100.

B. Percent = [(# of children exiting Part C and potentially eligible for Part B where notification to the LEA occurred) divided by the (# of children exiting Part C who were potentially eligible for Part B)] times 100.

C. Percent = [(# of children exiting Part C and potentially eligible for Part B where the transition conference occurred) divided by the (# of children exiting Part C who were potentially eligible for Part B)] times 100.

**Applied:**

A. Percent =  $(345/359) * 100 = 96\%$

B. Percent =  $(355/359) * 100 = 99\%$

C. Percent =  $(301/359) * 100 = 84\%$

FFY	Measurable and Rigorous Target
2007	<p><b>A. 100%</b> of children exiting Part C will have IFSPs that have transition steps and services.</p> <p><b>B. 100%</b> of LEAs will be notified if the child is potentially eligible for Part B.</p> <p><b>A. 100%</b> of children potentially eligible for Part B special education services will have a transition conference.</p>

**Actual Target Data for FFY 2007:**

- A. **96%** of children exiting Part C had IFSPs with *transition steps and services*.  
4% of children exiting Part C did not have IFSPs with transition steps and services.
- B. **99%** of LEAs received a transition notice if the child was potentially eligible for Part B.  
1% of LEAs did not receive a required transition notice.
- C. **84%** of children potentially eligible for Part B special education services had a transition planning conference.  
16% of children transitioned with IFSPs containing documentation that verified a transition conference occurred late for other reasons. Due to the lack of documentation, the other reasons for delayed or late transition conferences could not be determined.

Of the children potentially eligible for Part B special services who met the timely transition conference requirement:

1. 64% of potentially eligible children transitioned with IFSPs containing documentation that verified a transition conference occurred *on time*; and,
2. 20% of children transitioned with IFSPs containing documentation that verified a transition conference occurred *late, due to exceptional family circumstances*.

In summary, 359 IFSPs were reviewed for compliance with Indicator 8 A, B, and C transition requirements. Of the 359 IFSPs reviewed, 36 were not reviewed because either the family did not provide permission to begin transition planning or the child did not yet require transition planning due to his/her age.

**Correction of Noncompliance Related to Indicator 8A:**

FFY	Number of Findings of Noncompliance Related to Indicator 8A	Number of Findings for which Correction was Verified within One Year	Number of Findings for which Correction was Subsequently Verified
FFY 2004	1	0	1 (2006)
FFY 2005	2	2	0
FFY 2006	2	2	0

In addition to verifying correction of the findings of noncompliance that were made, ITEIP ensures that all individual instances of noncompliance were corrected when possible.

For the LLA with uncorrected FFY 2004 noncompliance, the following actions, including sanctions and enforcements were taken and the noncompliance subsequently verified as corrected and reported as corrected in the FFY 2006 APR:

- A. Revised Corrective Action Plan
- B. Required receipt of technical assistance

In addition, OSEP indicated in its June 2008 response table that it was unable to determine whether there was an outstanding uncorrected FFY 2005 finding for this indicator due to data inconsistencies reported in Indicator 8 versus Indicator 9. During the week of clarification in April 2008, the data inconsistency was corrected to demonstrate the findings in FFY 2005 were timely corrected in FFY 2006.

**Correction of Noncompliance Related to Indicator 8B:**

FFY	Number of Findings of Noncompliance Related to Indicator 8B	Number of Findings for which Correction was Verified within One Year	Number of Findings for which Correction was Subsequently Verified
FFY 2004	0	0	0
FFY 2005	0	0	0
FFY 2006	2	2	0

In addition to verifying correction of the findings of noncompliance that were made, ITEIP ensures that all individual instances of noncompliance were corrected when possible.

**Correction of Noncompliance Related to Indicator 8C:**

FFY	Number of Findings of Noncompliance Related to Indicator 8C	Number of Findings for which Correction was Verified within One Year	Number of Findings for which Correction was Subsequently Verified
FFY 2004	1	0	1 (2006)
FFY 2005	3	1	2 (2007)
FFY 2006	3	2	1 (2008)

In addition to verifying correction of the findings of noncompliance that were made, ITEIP ensures that all individual instances of noncompliance were corrected when possible.

For the LLAs with uncorrected FFY 2005 noncompliance, the following actions, including sanctions and enforcements were taken and the noncompliance subsequently verified as corrected:

- A. Revised Corrective Action Plan
- B. Required receipt of technical assistance

For the LLA with uncorrected FFY 2006 noncompliance, the following actions, including sanctions and enforcements were taken and the noncompliance subsequently verified as corrected:

- A. Revised Corrective Action Plan
- B. Required receipt of technical assistance
- C. Frequent site visits

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2007:****Determination: Needs Assistance – Year 2 for 8A and 8C**

- A. Technical assistance was accessed from:
  - 1. Regional Resource Center's Program website
  - 2. National Early Childhood Technical Assistance Center website
  - 3. Western Regional Resource Center
  - 4. National Early Childhood Technical Assistance Center (Anne Lucas).



B. Based on the technical assistance received, the following actions were taken:

1. Enhanced data collection, monitoring, and analysis
2. Provided policy clarification and guidance
3. Conducted targeted technical assistance
4. Developed strategies and plans to enhance targeted technical assistance and training

ITEIP made substantial progress in improving its timely correction of noncompliance. During FFY 2006 ITEIP reported 45.5% timely correction occurred. During FFY 2007, ITEIP reported 87% timely correction occurred. The improved compliance was the result of ITEIP's increased focus on the provision of compliance monitoring and LLA targeted technical assistance.

ITEIP used FFY 2006 early childhood transition data obtained during on site site review to make its determinations. FFY 2006 determination results were not made available until FFY 2007.

During FFY 2007, ITEIP conducted on-site data verification and file review to monitor LLA compliance with the early childhood transition requirements. At the conclusion of each site visit, LLA administrators participated in an exit interview that included a review of the data that was gathered. The LLA was given written notice at that time that the identified noncompliance needed to be corrected immediately. The LLA was also informed that their data would be reviewed periodically to verify progress was being made in correcting the identified noncompliance.

- A. Increased use of data in making program improvement decisions.
- B. Provision of on targeted on-site technical assistance based upon LLA data.
- C. Disseminated LLA program improvement strategies, shown effective and shared at quarterly LLA meetings.

For Indicators 8A, 8B, and 8C, progress was made in moving closer to achieving compliance in meeting the early childhood transition requirements, as reflected by the following:

8. A: Significant progress was made in documenting IFSP transition steps and services (67% in FFY 2006; 96% in FFY 2007).
8. B: Almost full compliance was achieved in providing notice to LEAs (97% in FFY 2006; 99% in FFY 2007).
8. C: Some progress was made in convening timely transition conferences (83% in FFY 2006; 84% in FFY 2007).

During FFY 2007, compliance data was shared at LLA quarterly meetings, SICC and SICC committee meetings, and with early intervention funding sources administrators. As required, it was also posted on the ITEIP website. Strategies that helped ITEIP to focus technical assistance efforts included:

- A. The increased use of data in making program improvement decisions.
- B. Provision of targeted on-site technical assistance based upon LLA data.
- C. Disseminated LLA program improvement strategies, shown effective shared at quarterly LLA meetings.

Over the past year, ITEIP increased its capacity to collect and analyze Indicators 8A, 8B, and 8C data, through the enhancements that were made to its Data Management System. LLAs and ITEIP were able to utilize compliance data reports to monitor progress in meeting the early childhood transition requirements, within a specified timeframe, for identified providers and by Family Resources Coordinators (FRCs). New compliance data reports allowed LLAs and ITEIP to drill down into compliance data, by provider and by FRCs. With this information, enhanced targeted technical assistance was provided to LLAs, service providers, and FRCs.

State and local compliance data will be reviewed on an on-going basis to monitor progress and to provide technical assistance. This data review process became a new component of ITEIP's general supervision system, during FFY 07.

**Improvement Activities Completed FFY 2005 – FFY 2007 – 8.A, 8.B, 8.C:**

ITEIP staff provided technical assistance to all LLAs on the compliance requirement to provide timely early childhood transition services and the importance of documenting steps in transition plans.
External auditors received technical assistance from ITEIP on implementing revised audit protocols to meet federal requirements and to better assess compliance with the early childhood transition requirement.
Resources were obtained to make enhancements to the ITEIP Data Management System. The enhancements were made during FFY 2007 and improved the quality of data needed to report on this indicator. Enhancements improved central office desk audit and tracking capacity.
ITEIP revised contract language that increased LLA requirements to report on program improvement efforts and activities that will result in compliance with the timely early childhood transition requirements.
Training was provided to district staff to reinforce their need to continue to collaborate regarding the implementation of shared early childhood transition requirements.
ITEIP instituted quarterly LLA contractor meetings where each agenda included time to review and discuss SPP/APR compliance and performance data.
ITEIP staff monitored mediation requests, citizen's complaints and administrative hearings for compliance with the early childhood transition requirements. During this report timeframe, there were no formal complaints, mediation, or administrative hearing requests filed.

**Revisions (With Justification) to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2007:**

ITEIP reviewed and revised its improvement activities. Upon evaluating its improvement activities, ITEIP removed improvement activities that it determined were not impacting performance on this indicator, revised improvement activities to better align with the indicator, and added additional improvement activities as determined necessary.

**New and/or Revised Improvement Activities for FFY 2008 – FFY 2010 – 8.A, 8.B, 8.C:**

Activities	Timelines	Resources
Develop materials and co-present on early childhood transition requirements and effective practices.	2008 - 2010	ITEIP and OSPI
Continue quarterly LLA contractor meetings.	2008 - 2010	ITEIP
Continue to monitor mediation requests, citizen's complaints, and administrative hearings for compliance with the timely early childhood transition requirements.	2008 - 2010	ITEIP

Use new ITEIP Data Management System compliance report to do desk audits and to do periodic compliance data review.	2008 - 2010	ITEIP and LLAs
Annual compliance data will continue to be shared at LLA quarterly meetings, SICC and its Committee meetings, and with early intervention funding sources administrators during FFY 2007	2008 - 2010	ITEIP and LLAs

**Part C State Annual Performance Report (APR) for FFY 2007  
October 1, 2007 through September 30, 2008**

**Overview of the Annual Performance Report Development:**

See Overview of the APR Development, page 1.

**Monitoring Priority: Effective General Supervision Part C / General Supervision**

**Indicator 9: General supervision system (including monitoring, complaints, hearings, etc.) identifies and corrects noncompliance as soon as possible but in no case later than one year from identification.**

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Measurement:**

Percent of noncompliance corrected within one year of identification:

- a. # of findings of noncompliance.
- b. # of corrections completed as soon as possible but in no case later than one year from identification.

Percent = [(b) divided by (a)] times 100.

**Applied:**

- a. 15 findings of noncompliance
- b. 13 findings corrected as soon as possible, but no later than one year from identification

Percent = (13/15) \* 100 = **87%**

FFY	Measurable and Rigorous Target
2007	100% of noncompliance is corrected within one year of identification.

**Response to OSEPs June 6, 2008 Response Table:**

Of the six remaining FFY 2005 findings of noncompliance ITEIP reported as uncorrected in its FFY 2006 APR, six (6) were subsequently verified as corrected.

**Actual Target Data for FFY 2007:**

**87%** of noncompliance was corrected within one year of identification, with the remaining 13% of noncompliance subsequently verified as corrected by submission of this APR.

This is an improvement from FFY 2006 corrections that were at 45.5%. During FFY 2007, ITEIP continued to strengthen its general supervision system by providing enhanced compliance monitoring and the targeted technical assistance.

## INDICATOR C-9 WORKSHEET

Indicator/Indicator Clusters	General Supervision System Components	# of EIS Programs Issued Findings in FFY 2006 (7/1/06 to 6/30/07)	(a) # of Findings of noncompliance identified in FFY 2006 (7/1/06 to 6/30/07)	(b) # of Findings of noncompliance from (a) for which correction was verified no later than one year from identification
1. Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner.	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	Dispute Resolution: Complaints, Hearings	0	0	0
2. Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	3	3	3
	Dispute Resolution: Complaints, Hearings	0	0	0
3. Percent of infants and toddlers with IFSPs who demonstrate improved outcomes	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	Dispute Resolution: Complaints, Hearings	0	0	0
4. Percent of families participating in Part C who report that early intervention services have helped the family	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	Dispute Resolution: Complaints, Hearings	0	0	0

Indicator/Indicator Clusters	General Supervision System Components	# of EIS Programs Issued Findings in FFY 2006 (7/1/06 to 6/30/07)	(a) # of Findings of noncompliance identified in FFY 2006 (7/1/06 to 6/30/07)	(b) # of Findings of noncompliance from (a) for which correction was verified no later than one year from identification
5. Percent of infants and toddlers birth to 1 with IFSPs	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other Dispute Resolution: Complaints, Hearings	0	0	0
6. Percent of infants and toddlers birth to 3 with IFSPs		0	0	0
7. Percent of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting were conducted within Part C's 45-day timeline.	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	5	5	4
	Dispute Resolution: Complaints, Hearings	0	0	0
8. Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including:  A. IFSPs with transition steps and services;	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	2	2	2
	Dispute Resolution: Complaints, Hearings	0	0	0
8. Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including:  B. Notification to LEA, if child potentially eligible for Part B	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	2	2	2
	Dispute Resolution: Complaints, Hearings	0	0	0

Indicator/Indicator Clusters	General Supervision System Components	# of EIS Programs Issued Findings in FFY 2006 (7/1/06 to 6/30/07)	(a) # of Findings of noncompliance identified in FFY 2006 (7/1/06 to 6/30/07)	(b) # of Findings of noncompliance from (a) for which correction was verified no later than one year from identification
8. Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including:  C. Transition conference, if child potentially eligible for Part B.	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	3	3	2
	Dispute Resolution: Complaints, Hearings	0	0	0
<b>Sum the numbers down Column a and Column b</b>			15	13

Percent of noncompliance corrected within one year of identification = **87%**

(Column (b) sum divided by column (a) sum) times 100

Percent of noncompliance corrected by submission of the APR = **100%**

### **General Supervision and the Correction of Noncompliance**

ITEIP used the following definitions, criteria, and processes in reporting on Indicator 9.

#### **Finding Defined**

ITEIP provides written notification when it concludes a Local Lead Agency is in noncompliance. The notification includes the citation of the statute, federal regulation and state definitions, policies and procedures specifying the compliance to be achieved. The notification also contains a description of the quantitative and qualitative data supporting the conclusion of noncompliance.

For SPP and APR indicators, monitoring inquiries, and dispute resolution findings for which correction can be completed for individual instances, ITEIP will report each instance as a finding. For SPP and APR indicators, monitoring inquiries, and dispute resolution findings for which correction cannot be completed for individual instances (i.e. meeting timeline requirements), ITEIP groups individual instances of noncompliance into one finding for which the LLA must demonstrate compliance.

#### **Revised ITEIP Compliance Monitoring Process**

During FFY 2007, ITEIPs compliance monitoring process was revised. The revised process relies on the ITEIP Data Management System's Compliance Data Report function and data drill down capabilities. Both the report and drill down capabilities provided the data necessary to monitor progress and provide focused technical assistance until compliance was achieved. ITEIP's revised process also identifies a

continuum of increasingly rigorous enforcement actions and sanctions that will be applied when compliance is not achieved within corrective action plan timelines.

The following revised compliance monitoring processes and timelines will be implemented during FFY 2008:

A. Identification of Noncompliance and Corrective Action Plans (CAPs).

When noncompliance is identified, ITEIP will provide written notice requiring the identified Local Lead Agency's (LLA) noncompliance be corrected as soon as possible and no later than one year from its identification. After written notification is provided, the LLA will be required to develop and implement a Corrective Action Plan (CAP) utilizing the Contributing Factors Tool. The LLA CAP will be due to ITEIP no later than four weeks from receipt of the written notice.

B. CAP Required – 1<sup>st</sup> Six Month CAP Period.

The LLA will implement the CAP. ITEIP will utilize ITEIP Data Management System compliance data to periodically assess progress and provide technical assistance.

At the conclusion of the 1<sup>st</sup> six month LLA CAP period, ITEIP will collect data to verify required correction has occurred or will verify continuing noncompliance exists.

1. CAP Closed. When data verifies correction of noncompliance has occurred, the LLA developed CAP will be closed. ITEIP will provide written notice to confirm needed correction has been verified.
2. CAP Not Closed. When data verifies correction of noncompliance *has not* occurred, the LLA developed CAP will not be closed. ITEIP will provide written notice to confirm required correction did not occur.

C. CAP Not Closed with Additional Data Reporting Required – 2nd Six Month CAP Period.

1. The LLA will implement the CAP. ITEIP Data Management System Compliance Data Reports will be used to periodically assess progress and provide targeted technical assistance. In addition, ITEIP requires additional data reporting to include:
  - a. Compliance and Reconciliation Data Report must be submitted to ITEIP monthly (see Attachment 4).
  - b. The LLA developed CAP must be modified based upon further analysis resulting from Compliance Data and Reconciliation Report information.
2. At the conclusion of the 2nd six month LLA CAP period, ITEIP will collect data to verify correction has occurred or will verify continuing noncompliance exists.
  - a. Correction Verified - CAP Closed. When data verifies correction of noncompliance has occurred, the LLA developed CAP will be closed. ITEIP will provide written notice to confirm needed correction has been verified.
  - b. Continuing Noncompliance Verified - CAP Continues. When data verifies correction of noncompliance has not occurred, the LLA developed CAP will not be closed. ITEIP will provide written notice to confirm required correction did not occur.

D. ITEIP Directed CAP with ITEIP Imposed Enforcement Actions and/or Sanctions – 3rd Six Month CAP Period

1. The LLA will implement an ITEIP directed CAP. ITEIP and the LLA will collaboratively investigate factors contributing to noncompliance utilizing the Contributing Factors Tool. Contributing Factors information will be used to develop new CAP strategies. ITEIP Data Management System compliance data reports will be used to periodically assess progress and provide targeted technical assistance. The ITEIP directed LLA CAP will include the provision of the following enforcement actions and/or sanctions:
  - a. Receipt of ITEIP directed training and technical assistance



- b. Increased analysis and reporting of compliance data
  - c. Frequent onsite program monitoring
2. *At the conclusion of the 3<sup>rd</sup> six month ITEIP directed LLA CAP period with imposed enforcement actions and/or sanctions, ITEIP will collect data to verify the long-standing noncompliance has been corrected or to verify the long-standing noncompliance continues.*
- a. Correction Verified -CAP Closed. When data verifies correction of the long-standing noncompliance, the ITEIP directed CAP will be closed. ITEIP will provide written notice to confirm the long standing noncompliance has been corrected.
  - b. Continuing Noncompliance Verified –CAP Continues. When data verifies correction of longstanding noncompliance continues, the ITEIP directed CAP will be revised and additional enforcement actions and/or sanctions will be imposed. ITEIP will provide written notice to confirm the long standing noncompliance has not corrected and will specify the additional enforcement actions and/or sanctions that will be taken.
- E. ITEIP Directed CAP with Federal Office of Special Education Program (OSEP) Imposed Enforcement Actions and Sanctions -- 4th Six Month CAP Period
- 1. The LLA will continue to implement the ITEIP directed LLA CAP. ITEIP Data Management System compliance data reports will be used to periodically assess progress and provide targeted technical assistance. The ITEIP directed LLA CAP may include additional OSEP imposed enforcement actions and/or sanctions that include:
    - a. Withholding payment for contract services
    - b. Identifying the LLA as a high-risk contractor and imposing special conditions on contract
  - 2. *At the conclusion of the 4<sup>th</sup> and final six month ITEIP directed LLA CAP period with federally imposed enforcement actions and/or sanctions applied, ITEIP will collect data to verify correction of the long-standing noncompliance or to verify long-standing noncompliance continues.*
    - a. Correction Verified – CAP Closed. When data verifies correction of the long-standing noncompliance, the ITEIP directed CAP will be closed. ITEIP will provide written notice to confirm the long standing noncompliance has been corrected.
    - b. Continuing Noncompliance Verified – CAP Closed with Contract Special Conditions. When at the conclusion of the last or 4<sup>th</sup> six month CAP period, data verifies no progress has been made towards correcting the longstanding noncompliance, ITEIP will impose special conditions on the LLA contract. ITEIP will provide written notice to identify and confirm the imposition of the special conditions.

**Correction of Noncompliance Related to Indicator 1:**

FFY	Number of Findings of Noncompliance Related to Indicator 1	Number of Findings for which Correction was Verified within One Year	Number of Findings for which Correction was Subsequently Verified
FFY 2005	1	0	1 (2007)
FFY 2006	0	0	0

FFY 2006 DSHS Operations Review and Consultation (ORC) audits of nine LLAs did not result in any findings of noncompliance. While no findings of noncompliance were made because LLAs with less than 100% were able to demonstrate compliance prior to a finding being issued, ITEIP ensures that all infants and toddlers with IFSPs that did not receive timely services received the services on their IFSPs. In addition to these audits, ITEIP did use FFY 2006 timely services data, obtained during on-site file reviews, to make its determinations for all LLAs. These findings were made in FFY 2007.

For the LLA with uncorrected FFY 2005 noncompliance, the following activities, including sanctions and enforcement actions were taken and the noncompliance was subsequently verified as corrected:

- A. Revised Corrective Action Plan
- B. Required receipt of technical assistance

**Correction of Noncompliance Related to Indicator 7:**

FFY	Number of Findings of Noncompliance Related to Indicator 7	Number of Findings for which Correction was Verified within One Year	Number of Findings for which Correction was Subsequently Verified
FFY 2005	1	0	1 (2008)
FFY 2006	5	4	1 (2008)

In addition to verifying the correction of findings of noncompliance, ITEIP ensures that all infants and toddlers that did not receive timely evaluations received evaluations.

For the LLA with uncorrected FFY 2005 noncompliance, the following activities, including sanctions and enforcement actions have been taken:

- A. Revised Corrective Action Plan
- B. Required receipt of technical assistance

NOTE: Beginning in FFY 2008 there is a new Local Lead Agency for this geographic area. The new LLA is aware of this compliance requirement and has received technical assistance.

For the LLA with uncorrected FFY 2006 noncompliance, the following activities, including sanctions and enforcements were taken and the noncompliance was subsequently verified as corrected:

- A. Revised Corrective Action Plan
- B. Required receipt of technical assistance
- C. Frequent site visits

**Correction of Noncompliance Related to Indicator 8A:**

FFY	Number of Findings of Noncompliance Related to Indicator 8A	Number of Findings for which Correction was Verified within One Year	Number of Findings for which Correction was Subsequently Verified
FFY 2004	1	0	1 (2006)
FFY 2005	2	2	0
FFY 2006	2	2	0

In addition to verifying correction of the findings of noncompliance that were made, ITEIP ensures all individual instances of noncompliance were corrected when possible.

For the LLA with uncorrected FFY 2004 noncompliance, the following activities, including sanctions and enforcement actions were taken and the noncompliance was subsequently verified as corrected:

- A. Revised Corrective Action Plan
- B. Required receipt of technical assistance

In addition, OSEP indicated in its June 2008 response table that it was unable to determine whether there was an outstanding uncorrected FFY 2005 finding for this indicator due to data inconsistencies reported in Indicator 8 versus Indicator 9. During the week of clarification in April 2008, the data inconsistency was corrected to demonstrate the findings in FFY 2005 were timely corrected in FFY 2006.

**Correction of Noncompliance Related to Indicator 8B:**

FFY	Number of Findings of Noncompliance Related to Indicator 8B	Number of Findings for which Correction was Verified within One Year	Number of Findings for which Correction was Subsequently Verified
FFY 2004	0	0	0
FFY 2005	0	0	0
FFY 2006	2	2	0

In addition to verifying correction of the findings of noncompliance that were made, ITEIP ensures that all individual instances of noncompliance were corrected when possible.

**Correction of Noncompliance Related to Indicator 8C:**

FFY	Number of Findings of Noncompliance Related to Indicator 8C	Number of Findings for which Correction was Verified within One Year	Number of Findings for which Correction was Subsequently Verified
FFY 2004	1	0	1 (2006)
FFY 2005	3	1	2 (2007)
FFY 2006	3	2	1 (2008)

In addition to verifying correction of the findings of noncompliance that were made, ITEIP ensures that all individual instances of noncompliance were corrected when possible.

For the LLAs with uncorrected FFY 2005 noncompliance, the following activities, including sanctions and enforcements were taken and the noncompliance was subsequently verified as corrected:

- A. Revised Corrective Action Plan
- B. Required receipt of technical assistance

For the LLA with uncorrected FFY 2006 noncompliance, the following activities, including sanctions and enforcement actions were taken and the noncompliance was subsequently verified as corrected:

- A. Revised Corrective Action Plan
- B. Required receipt of technical assistance
- C. Frequent site visits

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2007:****Determination: Needs Assistance – Year 2 – Indicator 9**

- A. Technical assistance was accessed from:
  - 1. Regional Resource Center's Program website
  - 2. National Early Childhood Technical Assistance Center website
  - 3. Western Regional Resource Center
  - 4. National Early Childhood Technical Assistance Center (Anne Lucas).
- B. Based on the technical assistance received, the following actions were taken:
  - 1. Revised general supervision and monitoring processes and timetable

2. Provided policy clarification and guidance
3. Increased data reviews and discussions with LLAs, State Interagency Coordinating Council and its committees.

ITEIP made significant progress from its FFY 2006 timely correction performance of 45.5% to FFY 2007 performance of 87%. The progress was directly related to ITEIP continued strengthening of its general supervision system. This included providing enhanced compliance monitoring and targeted technical assistance as follows:

To make its LLA determinations, ITEIP used FFY 2006 early childhood transition data, obtained during on-site file reviews. FFY 2006 determination results were not made available until FFY 2007.

During FFY 2007, annual compliance data was shared at LLA, SICC and SICC Committee meetings, and with early intervention funding sources administrators. As required, it was also posted on the ITEIP website. Improvement strategies that helped ITEIP to ensure compliance with the early intervention timely services, evaluation/IFSP, and transition requirements included:

- A. Increased used of data in making program improvement decisions.
- B. Provision of targeted on-site technical assistance based upon LLA data.
- C. Disseminated LLA program improvement strategies, shown effective, shared at quarterly LLA meetings.

Over the past year, ITEIP increased its capacity to collect and analyze Indicators 1, 7, 8A, 8B, and 8C data, through the enhancements that were made to its Data Management System. LLAs and ITEIP are now able to utilize IFSP compliance data reports to assess and monitor compliance. New compliance data reports allow LLAs and ITEIP to drill down into LLA compliance data, by provider and by Family Resources Coordinators (FRCs). With this information, enhanced and targeted technical assistance will be provided to LLAs, service providers, and FRCs.

#### **Improvement Activities Completed FFY 2005 – FFY 2007:**

The ITEIP Data Management System was enhanced to minimize data entry errors.
ITEIP provided training for LLA administrators in using the Data Management System reports to monitor progress.
ITEIP updated and revised its LLA Corrective Action Plan and process.
ITEIP revised its compliance monitoring process.

#### **Revisions (With Justification) to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2007:**

ITEIP reviewed and revised its improvement activities. Upon evaluating its improvement activities, ITEIP removed improvement activities that it determined were not impacting performance on this indicator, revised improvement activities to better connect them to the indicator, and added additional improvement activities as determined necessary.

*Operations Review and Consultation Program (ORC) and Fiscal Audits.* ITEIP concluded that these audits were focused on contract compliance and not specific to the APR Indicators. Functions of this activity have been reassigned back to ITEIP, for future auditing and monitoring procedures. Budget and state hiring freeze no longer allow for additional purchasing of external audits.

## New and/or Revised Improvement Activities for FFY 2008 – FFY 2010:

Activities	Timelines	Resources
Develop and implement technical assistance plan	2008 - 2010	WRRRC, NECTAC, DAC
Local Contributing Factors Tool	2008 - 2010	ITEIP, WRRRC/NECTAC, LLAs
Use compliance data reports and implement quarterly data reviews to monitor progress and to initiate or close Corrective Action Plan processes.	2008 - 2010	ITEIP Data Management System, ITEIP

**Part C State Annual Performance Report (APR) for FFY 2007  
October 1, 2007 through September 2008**

**Overview of the Annual Performance Report Development:**

See Overview of the APR Development, page 1.

**Monitoring Priority: Effective General Supervision Part C / General Supervision**

**Indicator 10: Percent of signed written complaints with reports issued that were resolved within 60-day timeline or a timeline extended for exceptional circumstances with respect to a particular complaint.**

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Federal Measurement:** Percent =  $[(1.1(b) + 1.1(c)) \text{ divided by } 1.1] \text{ times } 100$ .

**Applied:**

1.1 = 2

1.1(b) = 1

1.1(c) = 1

Percent =  $[(1.1(1) + 1.1(1)) \text{ divided by } 1.1] \text{ times } 100 = 100\%$

FFY	Measurable and Rigorous Target
2007	100% of signed written complaints, with reports issued, were resolved within the 60-day timeline or timeline extended for exceptional circumstances with respect to a particular complaint.

**Actual Target Data for FFY 2007:**

100% of signed written complaints with reports issued were resolved within the 60 day timeline or timeline extended for exceptional circumstances with respect to a particular complaint.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2007:**

In FFY 2007, ITEIP received two (2) complaints. Reports with findings were issued for each complaint, one within the timeline and one within an agreed-upon extension of the timeline, per policies and procedures. (Findings made through the complaint process were made in FFY 2007 and will be included in Indicator 9 of the FFY 2008 APR.)

**Revisions (With Justification) to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2007:**

None.

**Part C State Annual Performance Report (APR) for FFY 2007  
October 1, 2007 through September 30, 2008**

**Overview of the Annual Performance Report Development:**

See Overview of APR Development, page 1.

<b>Monitoring Priority: Effective General Supervision Part C / General Supervision</b>
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**Indicator 11: Percent of fully adjudicated due process hearing requests that were fully adjudicated within the applicable timeline.**

(20 U.S.C. 1416(a)(3)(B) and 1442)

<b>Federal Measurement:</b> Percent = [(3.2(a) + 3.2(b)) divided by 3.2] times 100.
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Applied:
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3.2 = 0
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3.2(a) = 0
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3.2(b) = 0
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Percent = [(3.2(0) + 3.2(0)) divided by 3.2] times 100 = 0%
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FFY	Measurable and Rigorous Target
2007	100% of fully adjudicated due process hearing request were fully adjudicated within the applicable timeline.

**Actual Target Data for FFY 2007:**

N/A

During FFY 2007, Washington State's Infant Toddler Early Intervention Program had no requests for due process hearings.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2007:**

ITEIP has continued not to receive due process hearings. ITEIP has completed activities to ensure that parents are aware of their rights and the availability of dispute resolution procedures, including due process hearing procedures. While parents have filed citizen complaints (administrative complaints under Part C) and resolved issues through other informal procedures, no parents have requested due process hearings.

**Revisions (With Justification) to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2007:**

None.

**Part C State Annual Performance Report (APR) for FFY 2007  
October 1, 2007 through September 30, 2008**

**Overview of the Annual Performance Report Development:**

See Overview of the APR Development, page 1.

**Monitoring Priority: Effective General Supervision Part C / General Supervision**

**Indicator 12:** Percent of hearing requests that went to resolution sessions that were resolved through resolution session settlement agreements (applicable if Part B due process procedures are adopted).

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Federal Measurement:** Percent = (3.1(a) divided by 3.1) times 100.

This indicator does not apply to Washington State's ITEIP, because ITEIP has not adopted Part B due process and procedures.



**Part C State Annual Performance Report (APR) for FFY 2007  
October 1, 2007 through September 30, 2008**

**Overview of the Annual Performance Report Development:**

See Overview of the APR Development, page 1.

**Monitoring Priority: Effective General Supervision Part C / General Supervision**

**Indicator 13: Percent of mediations held that resulted in mediation agreements.**

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Federal Measurement:** Percent =  $[(2.1(a)(i) + 2.1(b)(i)) \text{ divided by } 2.1] \text{ times } 100$ .

**Applied:**

2.1 = 0

2.1(a)(i) = 0

2.1(b)(i) = 0

Percent =  $[(0 + 0) \text{ divided by } 0] \text{ times } 100 = 0\%$

FFY	Measurable and Rigorous Target
2007	ITEIP will set targets for this indicator in any year that it conducts at least ten mediation sessions.

**Actual Target Data for FFY 2007:**

Washington State's Infant Toddler Early Intervention Program had no requests for mediation services during FFY 2007.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2007:**

ITEIP has continued not to receive due process hearing requests or other requests that would lead to mediation. ITEIP has completed activities to ensure that parents are aware of their rights and the availability of dispute resolution procedures including due process hearing procedures and mediation. While parents have filed citizen complaints (administrative complaints under Part C) and resolved issues through other informal procedures, no parents have requested due process hearings or mediation.

**Revisions (With Justification) to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2007:**

None.

**Part C State Annual Performance Report (APR) for FFY 2007  
October 1, 2007 through September 30, 2008**

**Overview of the Annual Performance Report Development:**

See Overview of the APR Development, page 1.

**Monitoring Priority: Effective General Supervision Part C / General Supervision**

**Indicator 14: State reported data (618 and State Performance Plan and Annual Performance Report) are timely and accurate.**

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Federal Measurement:** State reported data, including 618 data, State performance plan, and annual performance reports, are:

- a. Submitted on or before due dates (February 1 for child count, including race and ethnicity, settings and November 1 for exiting, personnel, dispute resolution); and
- b. Accurate (describe mechanisms for ensuring error free, consistent, valid and reliable data and evidence that these standards are met).

**Applied:**

See Indicator 14 Table.

FFY	Measurable and Rigorous Target
2007	100% of state reported data (618, SPP, and APR data) are timely and accurate.

**Actual Target Data for FFY 2007:**

100% of state reported 618, SPP, and APR data was accurate and submitted in a timely manner.

**Part C Indicator 14 Data Rubric**

Indicator 14 - SPP/APR Data			
APR Indicator	Valid and reliable	Correct Calculation	Total
1	1	1	2
2	1	1	2
3	1	1	2
4	1	1	2
5	1	1	2
6	1	1	2
7	1	1	2

Indicator 14 - SPP/APR Data			
8A	1	1	2
8B	1	1	2
8C	1	1	2
9	1	1	2
10	1	1	2
11	1	1	2
12	NA	NA	0
13	1	1	2
		<b>Subtotal</b>	28
<b>APR Score Calculation</b>	<b>Timely Submission Points</b> (5 pts for submission of APR/SPP by February 2, 2009)		5
	<b>Grand Total</b>		33

(Form Revised 12-03-08)

Indicator 14 - 618 Data					
Table	Timely	Complete Data	Passed Edit Check	Responded to Data Note Requests	Total
Table 1 – Child Count Due Date: 2/1/08	1	1	1	1	4
Table 2 – Settings Due Date: 2/1/08	1	1	1	1	4
Table 3 – Exiting Due Date: 11/1/08	1	1	1	1	4
Table 4 – Dispute Resolution Due Date: 11/1/08	1	1	1	1	4
			Subtotal		16
			Weighted Total (subtotal X 2.5; round = .49 down and = .50 up to whole number)		40
Indicator # 14 Calculation					
			A. APR Total		33
			B. 618 Total		40
			C. Grand Total		73
Percent of timely and accurate data = (C divided by (75-2) times 100)			(73) / (73) X 100 =		100%

(Form Revised 12-03-08)

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2007:**

ITEIP submitted SPP/APR and 618 data electronically to DAC and OSEP. ITEIP always retained a copy of the email cover memo that was attached to any data report submitted to DAC or OSEP. The cover memo always contained the day and time the data was sent.

ITEIP assured SPP/APR and 618 data was accurate by ensuring the following occurred:

- A. The family and child information and other data required to generate each Individualized Family Service Plan (IFSP) was collected on the ITEIP Data Management System. Families were given IFSPs that were printed directly from the ITEIP Data Management System, by Family Resources Coordinators (FRCs).
- B. ITEIP reviewed and revised its Data Management System business rules throughout the year to enhance the system gathered data and ensure that it is accurate, valid, and reliable. ITEIP ran system generated reports that provided a cross-check to ensure data accuracy.
- C. ITEIP conducted its third round of data verification site visits to all Local Lead Agencies (LLAs). This was done to verify the accuracy of data entered into the ITEIP Data Management System, by reviewing source documents, analyzing and checking calculations, and comparing data obtained from the system with data found in the child's record.
- D. ITEIP developed the capacity to verify the data in the ITEIP Data Management System, by creating additional compliance, results, and ad hoc reports. For example, ITEIP was able to run a variety of reports, such as a report of children receiving services on a specified date. As the Data Management System generated a specific report (i.e., number of children receiving services on a given date), an ad-hoc report would be created that would be compared against the database, which produces the counts as well.
- E. Data was, and continues to be, published quarterly on the website and reviewed by ITEIP staff, LLAs, and other users to do analysis on a year-to-year, quarterly, or monthly basis. Regarding monthly data, differences of 10% or more were reviewed for accuracy.
- F. During Federal Fiscal Year (FFY) 2007, ITEIP provided data training, on-going technical assistance, guidance and support. ITEIP also published its training manuals on the web for access by LLAs and other users. As part of basic training for new FRCs, online data training was required.
- G. A monthly Data Management System newsletter was published and posted on the ITEIP website.
- H. The Data Management System offered links to "Frequently Asked Questions" that included both system and program questions and answers.
- I. ITEIP sought the input from the State Interagency Coordinating Council (SICC), SICC Data Committee, and the Data User/Advisory Group, as data system policies and procedures were developed and implemented.

**Revisions (With Justification) to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2007:**

None.

## Infant Toddler Early Intervention Program (ITEIP) PARENT/FAMILY OUTCOMES SURVEY



*This survey is voluntary and confidential*

The Family Outcomes Survey is designed to provide a way for you to describe your family and the ways you support your child's needs.

### Instructions:

- This survey should be filled out by the person in your family who has the most interaction with early intervention.
- All of the responses include the word “we” or “our.” This refers to your family. Usually this means parents and others who support and care for your child. But every family is different, so think of what “family” means to you when answering.
- On every page, you will be asked to answer questions like the example below:

*How much does your family know about dinosaurs?*

1	2	3	4	5	6	7
We know a <b>little</b> about dinosaurs		We know <b>some</b> about dinosaurs		We know a <b>good amount</b> about dinosaurs		We know a <b>great deal</b> about dinosaurs

- Read each question and circle the number that best describes your family right now.
  - If a statement almost describes your family, but not quite, circle the number just to the left or the right. For example if you feel that the statement 5 “We know a **good amount** about dinosaurs” almost describes your family, but not quite—circle the 4.
- If you do not know how to answer a question, or if you are not comfortable answering the question, skip it and go to the next question.

This survey was developed by the Early Childhood Outcomes Center with support from the Office of Special Education Programs, U.S. Department of Education. Survey was adapted by the Washington Infant Toddler Early Intervention Program. Current version as of May 8, 2007.

*Parent/Family Outcomes Survey***UNDERSTANDING YOUR CHILD'S STRENGTHS, ABILITIES, AND SPECIAL NEEDS**

1. *Your child is growing and learning. How much does your family understand about your child's development?*

1	2	3	4	5	6	7
We are just beginning to understand our child's development		We understand some about our child's development		We understand a good amount about our child's development		We understand a great deal about our child's development

2. *Some children have special health needs, a disability, or are delayed in their development. These are often referred to as "special needs." How familiar is your family with your child's special needs?*

1	2	3	4	5	6	7
We are just beginning to understand our child's special needs		We understand some about our child's special needs		We understand a good amount about our child's special needs		We understand a great deal about our child's special needs

3. *Professionals who work with you and your child want to know if the things they do are working. How often is your family able to tell if your child is making progress?*

1	2	3	4	5	6	7
We seldom can tell if our child is making progress		We sometimes can tell if our child is making progress		We usually can tell if our child is making progress		We almost always can tell if our child is making progress

**KNOWING YOUR RIGHTS AND ADVOCATING FOR YOUR CHILD**

4. *A variety of programs and services may be available to help your child and family. How much does your family know about the programs and services that are available?*

1	2	3	4	5	6	7
We are <b>just beginning</b> to learn about the programs and services that are available		We know <b>some</b> about the programs and services that are available		We know a <b>good amount</b> about the programs and services that are available		We know a <b>great deal</b> about the programs and services that are available

5. *Families often meet with early intervention professionals to plan services or activities. How comfortable is your family participating in these meetings?*

1	2	3	4	5	6	7
We are <b>just beginning</b> to feel comfortable participating in meetings		We are <b>somewhat</b> comfortable participating in meetings		We are <b>generally</b> comfortable participating in meetings		We are <b>very</b> comfortable participating in meetings

6. *Families of children with special needs have rights, including what to do if you are not satisfied. How familiar is your family with your rights?*

1	2	3	4	5	6	7
We are <b>just beginning</b> to understand our rights		We understand <b>some</b> about our rights		We understand a <b>good amount</b> about our rights		We understand a <b>great deal</b> about our rights

# HELPING YOUR CHILD DEVELOP AND LEARN

7. Families help their children develop and learn. How much does your family know about how to help your child develop and learn?

1	2	3	4	5	6	7
We are just beginning to know how to help our child develop and learn		We know some about how to help our child develop and learn		We know a good amount about how to help our child develop and learn		We know a great deal about how to help our child develop and learn

8. Families try to help their children learn to behave the way they would like. How much does your family know about how to help your child learn to behave the way your family would like?

1	2	3	4	5	6	7
We are just beginning to know how to help our child behave the way we want		We know some about how to help our child behave the way we want		We know a good amount about how to help our child behave the way we want		We know a great deal about how to help our child behave the way we want

9. Families work with professionals to help their children learn and practice new skills at home or in their communities. How often does your family help your child learn and practice these new skills?

1	2	3	4	5	6	7
We are just beginning to help our child learn and practice these skills		We sometimes help our child learn and practice these skills		We usually help our child learn and practice these skills		We routinely help our child learn and practice these skills



# HAVING SUPPORT SYSTEMS

10. Many people feel that talking with another person helps them deal with problems or celebrate when good things happen. How often does your family have someone your family trusts to listen and talk with when they need it?

1	2	3	4	5	6	7
We seldom have someone to talk with about things when we need it		We sometimes have someone to talk with about things when we need it		We usually have someone to talk with about things when we need it		We almost always have someone to talk with about things when we need it

11. Families sometimes must rely on other people for help when they need it, for example to provide a ride, run an errand, or watch their child for a short period of time. How often does your family have someone you can rely on for help when your family needs it?

1	2	3	4	5	6	7
We seldom have someone we can rely on for help when we need it		We sometimes have someone we can rely on for help when we need it		We usually have someone we can rely on for help when we need it		We almost always have someone we can rely on for help when we need it

12. Most families have things they enjoy doing. How often is your family able to do the things your family enjoys?

1	2	3	4	5	6	7
We seldom are able to do the things we enjoy		We sometimes are able to do the things we enjoy		We usually are able to do the things we enjoy		We almost always are able to do the things we enjoy

ACCESSING YOUR COMMUNITY

13. All children need medical care. How well does your family's medical care meet your child's special needs?

1	2	3	4	5	6	7
Our medical care meets <b>few</b> of our child's needs		Our medical care meets <b>some</b> of our child's needs		Our medical care meets <b>many</b> of our child's needs		Our medical care meets <b>almost all</b> of our child's needs

14. Many families have a need for quality childcare. By this, we do not mean occasional babysitting, but regular childcare, either part-day or full-day. How well does your family's childcare meet your child's needs?

- ☐ CHECK HERE IF YOUR FAMILY HAS NOT WANTED CHILD CARE, AND GO TO QUESTION 15.
- ☐ CHECK HERE IF YOUR FAMILY HAS WANTED CHILD CARE BUT IT IS NOT CURRENTLY AVAILABLE, AND GO TO QUESTION 15.

1	2	3	4	5	6	7
Our childcare meets <b>few</b> of our child's needs		Our childcare meets <b>some</b> of our child's needs		Our childcare meets <b>many</b> of our child's needs		Our childcare meets <b>almost all</b> of our child's needs

15. Many families want their child to play with other children or participate in religious, community, or social activities. How often does your child participate in these activities right now?

- ☐ CHECK HERE IF YOUR FAMILY HAS NOT WANTED YOUR CHILD TO PARTICIPATE IN SUCH ACTIVITIES AND GO TO QUESTION 16.

1	2	3	4	5	6	7
Our child <b>seldom</b> participates in the activities we want		Our child <b>sometimes</b> participates in the activities we want		Our child <b>usually</b> participates in the activities we want		Our child <b>almost always</b> participates in the activities we want

# THE HELPFULNESS OF EARLY INTERVENTION

The next questions ask how well early intervention has helped your family. When answering, think about the early intervention services you have received.

16. *To what extent has early intervention helped your family know and understand your rights?*

1	2	3	4	5	6	7
Early intervention has done a <b>poor</b> job of helping us know our rights		Early intervention has done a <b>fair</b> job of helping us know our rights		Early intervention has done a <b>good</b> job of helping us know our rights		Early intervention has done an <b>excellent</b> job of helping us know our rights

17. *To what extent has early intervention helped your family effectively communicate your child's needs?*

1	2	3	4	5	6	7
Early intervention has done a <b>poor</b> job of helping us communicate our child's needs		Early intervention has done a <b>fair</b> job of helping us communicate our child's needs		Early intervention has done a <b>good</b> job of helping us communicate our child's needs		Early intervention has done an <b>excellent</b> job of helping us communicate our child's needs

18. *To what extent has early intervention helped your family be able to help your child develop and learn?*

1	2	3	4	5	6	7
Early intervention has done a <b>poor</b> job of helping us help our child develop and learn		Early intervention has done a <b>fair</b> job of helping us help our child develop and learn		Early intervention has done a <b>good</b> job of helping us help our child develop and learn		Early intervention has done an <b>excellent</b> job of helping us help our child develop and learn

**ABOUT YOU**

The last questions will help us understand and use our summary results.

19. What Washington State county do you live in? (e.g. King, Pierce, Spokane, Thurston, etc.) \_\_\_\_\_

20. What is your zip code? \_\_\_\_\_

21. What age is your child? \_\_\_\_\_ Months

22. How long has/had your child been receiving early intervention services? ☐ 1-6 Months ☐ 6-12 Months ☐ Longer than 12 Months

23. Is your child Medicaid eligible or does your child have a Medical coupon? ☐ Yes ☐ No

24. How do you identify your child? ☐ White ☐ Hispanic ☐ Asian/Pacific Islander ☐ African American  
☐ Native American ☐ Multiracial

**Thank you for completing this survey!**

# Encuesta de Resultados de la Familia

Versión Parte C

La Encuesta de Resultados de la Familia está diseñada para brindarle a usted una forma de describir a su familia y las formas en que apoya las necesidades de su hijo.

## Instrucciones:

- La persona en la familia que tiene la mayor interacción con los servicios de intervención temprana debe llenar esta encuesta.
- Todas las respuestas incluyen la palabra "nosotros" o "nuestro". Esto se refiere a su familia. Por lo general esto significa los padres y otras personas que apoyan y atienden a su hijo. Pero todas las familias son diferentes, así que piense lo que la palabra "familia" significa para usted cuando conteste la encuesta.
- En todas las páginas, se le pedirá que conteste preguntas como el ejemplo a continuación:

*¿Cuánto sabe su familia sobre los dinosaurios?*

1	2	3	4	5	6	7
Sabemos poco sobre los dinosaurios		Sabemos algo sobre los dinosaurios		Sabemos bastante sobre los dinosaurios		Sabemos mucho sobre los dinosaurios

- Lea cada pregunta y llene el círculo del número que mejor describe a su familia en este momento.
- Si la frase casi describe a su familia, pero no completamente, llene el círculo del número a la izquierda o a la derecha. Por ejemplo, si usted cree que la frase cinco "Sabemos **bastante** sobre los dinosaurios" casi describe a su familia, pero no completamente, llene el círculo del número cuatro.
- Si no sabe como contestar una pregunta, o si no se siente cómodo contestándola, no la conteste y siga con la siguiente pregunta.

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Sólo para uso de la oficina

*Encuesta de Resultados de la Familia***ENTENDIMIENTO DE LAS CUALIDADES, LAS HABILIDADES Y NECESIDADES ESPECIALES DE SU HIJO**

2. *Su hijo está creciendo y aprendiendo. ¿Cuánto entiende su familia sobre el desarrollo de su hijo?*

1	2	3	4	5	6	7
Estamos empezando a entender el desarrollo de nuestro hijo		Tenemos un entendimiento básico del desarrollo de nuestro hijo		Tenemos un buen entendimiento del desarrollo de nuestro hijo		Entendemos muy bien el desarrollo de nuestro hijo

2. *Algunos niños tienen necesidades médicas especiales, alguna discapacidad o retraso en el desarrollo. Estas a menudo se conocen como "necesidades especiales". ¿Qué tan familiarizada está su familia con las necesidades especiales de su hijo?*

1	2	3	4	5	6	7
Estamos empezando a entender las necesidades especiales de nuestro hijo		Tenemos un entendimiento básico de las necesidades especiales de nuestro hijo		Tenemos un buen entendimiento de las necesidades especiales de nuestro hijo		Entendemos muy bien las necesidades especiales de nuestro hijo

3. *Los profesionales que trabajan con usted y su hijo quieren saber si las cosas que ellos hacen están funcionando. ¿Con qué frecuencia puede su familia notar si su hijo está progresando?*

1	2	3	4	5	6	7
Casi nunca podemos notar si nuestro hijo está progresando		A veces podemos notar si nuestro hijo está progresando		Generalmente podemos notar si nuestro hijo está progresando		Casi siempre podemos notar si nuestro hijo está progresando

**CONOCIMIENTO DE SUS DERECHOS Y DEFENSA DE SU HIJO**

4. *Es posible que haya varios programas y servicios para ayudar a su hijo y a su familia. ¿Cuánto sabe su familia sobre los programas y servicios que están disponibles?*

1	2	3	4	5	6	7
Estamos empezando a aprender acerca de los programas y servicios disponibles		Tenemos conocimientos básicos de los programas y servicios que están disponibles		Tenemos un buen conocimiento de los programas y servicios que están disponibles		Conocemos muy bien los programas y servicios que están disponibles

5. *Las familias con frecuencia se reúnen con profesionales de intervención temprana para planear servicios o actividades. ¿Qué tan cómoda se siente la familia al participar en estas reuniones?*

1	2	3	4	5	6	7
Estamos empezando a sentirnos a gusto al participar en las reuniones		Nos sentimos un poco a gusto al participar en las reuniones		Nos sentimos generalmente a gusto al participar en las reuniones		Nos sentimos muy a gusto al participar en las reuniones

6. *Las familias de niños con necesidades especiales tienen derechos, como qué hacer si no están satisfechas con los servicios recibidos. ¿Qué tan bien conoce la familia sus derechos?*

1	2	3	4	5	6	7
Estamos empezando a entender nuestros derechos		Tenemos conocimientos básicos de nuestros derechos		Tenemos un buen entendimiento de nuestros derechos		Entendemos muy bien nuestros derechos

**AYUDA PARA QUE SU HIJO SE DESARROLLE Y APRENDA**

7. Las familias ayudan a sus hijos a desarrollarse y a aprender. ¿Cuánto sabe su familia sobre cómo ayudar a su hijo a desarrollarse y a aprender?

1	2	3	4	5	6	7
Estamos empezando a aprender cómo ayudar a nuestro hijo a desarrollarse y a aprender		Tenemos conocimientos básicos sobre cómo ayudar a nuestro hijo a desarrollarse y a aprender		Tenemos buen conocimiento de cómo ayudar a nuestro hijo a desarrollarse y a aprender		Sabemos muy bien cómo ayudar a nuestro hijo a desarrollarse y a aprender

8. Las familias tratan de ayudar a sus hijos a aprender a portarse como ellos quieren que lo hagan. ¿Cuánto sabe su familia sobre cómo ayudar a su hijo a aprender a portarse como la familia quiere que lo haga?

1	2	3	4	5	6	7
Estamos empezando a aprender cómo ayudar a nuestro hijo a portarse como queremos		Tenemos conocimientos básicos sobre cómo ayudar a nuestro hijo a portarse como queremos		Tenemos buen conocimiento de cómo ayudar a nuestro hijo a portarse como queremos		Sabemos muy bien cómo ayudar a nuestro hijo a portarse como queremos

9. Las familias trabajan con profesionales para ayudar a sus hijos a aprender y a practicar nuevas habilidades en casa o en sus comunidades. ¿Con qué frecuencia ayuda su familia a su hijo a aprender y a practicar nuevas habilidades?

1	2	3	4	5	6	7
Estamos empezando a ayudar a nuestro hijo a aprender y a practicar estas habilidades		A veces ayudamos a nuestro hijo a aprender y a practicar estas habilidades		Generalmente ayudamos a nuestro hijo a aprender y a practicar estas habilidades		A ayudamos periódicamente a nuestro hijo a aprender y a practicar estas habilidades



## FORMACIÓN DE SISTEMAS DE APOYO

10. Mucha gente siente que hablar con otra persona le ayuda a sobrellevar los problemas que está enfrentando o a celebrar cuando ocurren cosas buenas. ¿Con qué frecuencia tiene su familia a alguien de confianza para que los escuche y hable con ustedes cuando lo necesitan?

1	2	3	4	5	6	7
Casi nunca tenemos a alguien con quien hablar cuando lo necesitamos		A veces tenemos a alguien con quien hablar cuando lo necesitamos		Generalmente tenemos a alguien con quien hablar cuando lo necesitamos		Casi siempre tenemos a alguien con quien hablar cuando lo necesitamos

11. A veces las familias tienen que depender de la ayuda de otra persona cuando la necesitan, por ejemplo, para llevarlos a algún lado, hacer una diligencia o cuidar a su hijo por un rato. ¿Con qué frecuencia tiene su familia a alguien de quien pueda depender para recibir ayuda cuando la necesita?

1	2	3	4	5	6	7
Casi nunca tenemos a alguien de quien podemos depender para recibir ayuda cuando lo necesitamos		A veces tenemos a alguien de quien podemos depender para recibir ayuda cuando lo necesitamos		Generalmente tenemos a alguien de quien podemos depender para recibir ayuda cuando lo necesitamos		Casi siempre tenemos a otra persona de quien podemos depender para recibir ayuda cuando lo necesitamos

12. La mayoría de las familias tienen cosas que les gusta hacer. ¿Con qué frecuencia puede su familia hacer cosas que le gusta hacer?

1	2	3	4	5	6	7
Casi nunca podemos hacer cosas que nos gusta hacer		A veces podemos hacer cosas que nos gusta hacer		Generalmente podemos hacer cosas que nos gusta hacer		Casi siempre podemos hacer cosas que nos gusta hacer

## ACCESO A LA COMUNIDAD

13. Todos los niños necesitan atención médica. ¿Qué tan bien satisface las necesidades especiales de su hijo la atención médica de su familia?

1	2	3	4	5	6	7
Nuestra atención médica satisface pocas de las necesidades de nuestro hijo		Nuestra atención médica satisface algunas de las necesidades de nuestro hijo		Nuestra atención médica satisface muchas de las necesidades de nuestro hijo		Nuestra atención médica satisface casi todas las necesidades de nuestro hijo

14. Muchas familias necesitan servicios de cuidado de niños de calidad. Con esto no queremos decir una niñera de vez en cuando, sino servicios de rutina de cuidado de niños, ya sea parte del día o el día completo. ¿Qué tan bien cubre el cuidado de niños de la familia las necesidades de su hijo?

- ☐ MARQUE AQUÍ SI SU FAMILIA NO HA QUERIDO SERVICIOS DE CUIDADO DE NIÑOS Y PASE DIRECTAMENTE A LA PREGUNTA 15.
- ☐ MARQUE AQUÍ SI SU FAMILIA HA QUERIDO CUIDADO DE NIÑOS PERO NO ESTÁ DISPONIBLE EN ESTE MOMENTO Y PASE DIRECTAMENTE A LA PREGUNTA 15.

1	2	3	4	5	6	7
Nuestro cuidado de niños cubre pocas de las necesidades de nuestro hijo		Nuestro cuidado de niños cubre algunas de las necesidades de nuestro hijo		Nuestro cuidado de niños cubre muchas de las necesidades de nuestro hijo		Nuestro cuidado de niños cubre casi todas las necesidades de nuestro hijo

15. Muchas familias quieren que su hijo juegue con otros niños o participe en actividades religiosas, sociales o de la comunidad. ¿Con qué frecuencia participa su hijo en estas actividades en este momento?

- ☐ MARQUE AQUÍ SI SU FAMILIA NO HA QUERIDO QUE SU HIJO PARTICIPE EN ESAS ACTIVIDADES Y PASE DIRECTAMENTE A LA PREGUNTA 16.

1	2	3	4	5	6	7
Nuestro hijo casi nunca participa en las actividades que queremos		Nuestro hijo a veces participa en las actividades que queremos		Nuestro hijo generalmente participa en las actividades que queremos		Nuestro hijo casi siempre participa en las actividades que queremos

## LA AYUDA QUE BRINDA LA INTERVENCIÓN TEMPRANA

Las siguientes preguntas se refieren a qué tanto ayudó la intervención temprana a su familia. Cuando las conteste, piense en los servicios de intervención temprana que recibió.

16. ¿Hasta qué punto han ayudado a su familia los servicios de intervención temprana a conocer y a entender sus derechos?

1	2	3	4	5	6	7
La intervención temprana nos ha ayudado <b>muy poco</b> a conocer nuestros derechos		La intervención temprana nos ha ayudado <b>un poco</b> a conocer nuestros derechos		La intervención temprana nos ha ayudado <b>bastante</b> a conocer nuestros derechos		La intervención temprana nos ha ayudado <b>muchísimo</b> a conocer nuestros derechos

17. ¿Hasta qué punto han ayudado a su familia los servicios de intervención temprana a comunicar eficazmente las necesidades de su hijo?

1	2	3	4	5	6	7
La intervención temprana nos ha ayudado <b>muy poco</b> a comunicar eficazmente las necesidades de nuestro hijo		La intervención temprana nos ha ayudado <b>un poco</b> a comunicar eficazmente las necesidades de nuestro hijo		La intervención temprana nos ha ayudado <b>bastante</b> a comunicar eficazmente las necesidades de nuestro hijo		La intervención temprana nos ha ayudado <b>muchísimo</b> a comunicar eficazmente las necesidades de nuestro hijo

18. ¿Hasta qué punto han ayudado a su familia los servicios de intervención temprana a ayudar a su hijo a desarrollarse y a aprender?

1	2	3	4	5	6	7
La intervención temprana nos ha ayudado <b>muy poco</b> a ayudar a nuestro hijo a desarrollarse y a aprender		La intervención temprana nos ha ayudado <b>un poco</b> a ayudar a nuestro hijo a desarrollarse y a aprender		La intervención temprana nos ha ayudado <b>bastante</b> a ayudar a nuestro hijo a desarrollarse y a aprender		La intervención temprana nos ha ayudado <b>muchísimo</b> a ayudar a nuestro hijo a desarrollarse y a aprender

### ACERCA DE USTED

Las últimas preguntas nos ayudarán a entender y usar nuestros resultados resumidos.

19. ¿En qué condado del Estado de Washington vive usted? (por ejemplo, King, Pierce, Spokane, Thurston, etc.) \_\_\_\_\_

20. ¿Cuál es su código postal? \_\_\_\_\_

21. ¿Qué edad tiene su niño? \_\_\_\_\_ meses

22. ¿Por cuánto tiempo ha estado o está recibiendo su niño servicios de intervención temprana? ☐ 1 a 6 meses ☐ 6 a 12 meses  
☐ más de 12 meses

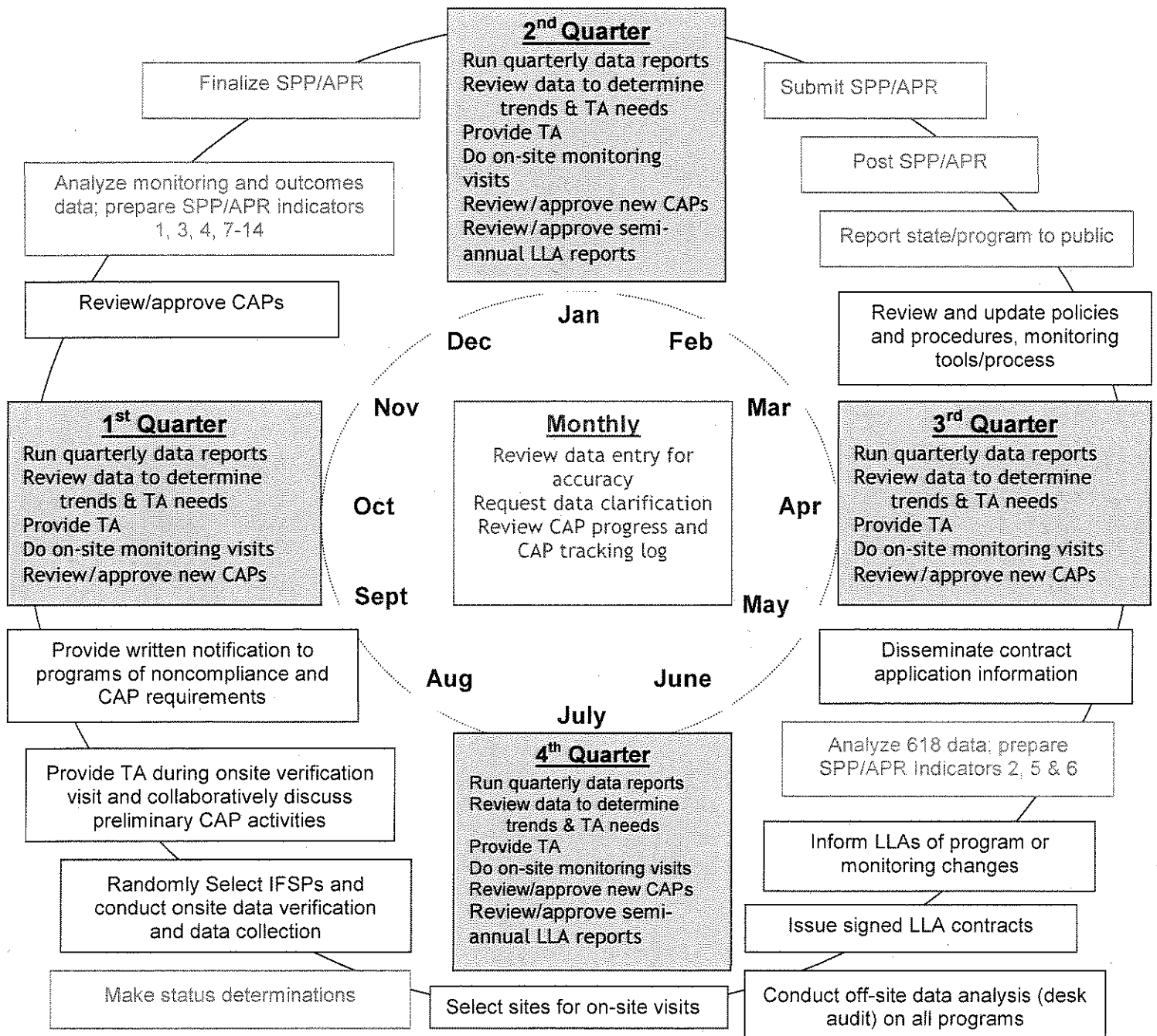
23. ¿Es elegible su niño para Medicaid o tiene su niño un cupón Médico? ☐ Sí ☐ No

24. ¿Cómo identifica a su niño? ☐ Blanco ☐ Hispano ☐ Asiático/isleño del Pacífico ☐ Afroamericano  
☐ Nativoamericano ☐ Multirracial

**¡Gracias por llenar esta encuesta!**

# GENERAL SUPERVISION AND MONITORING PROCESS AND TIMETABLE

## State Activities



**TABLE 4**

**REPORT OF DISPUTE RESOLUTION UNDER PART C, OF THE  
INDIVIDUALS WITH DISABILITIES EDUCATION ACT  
2007-2008**

PAGE 1 OF 1  
OMB NO.: 1820-  
0678  
FORM EXPIRES  
11/30/2009

SECTION A: WRITTEN, SIGNED COMPLAINTS		STATE: WASHINGTON
(1) Written, signed complaints total		2
(1.1) Complaints with reports issued		2
(a) Reports with findings		2
(b) Reports within timelines		1
(c) Reports with extended timelines		1
(1.2) Complaints withdrawn or dismissed		0
(1.3) Complaints pending		0
(a) Complaint pending a due process hearing		0
SECTION B: MEDIATION REQUESTS		
(2) Mediation requests total		0
(2.1) Mediations		0
(a) Mediations related to due process		0
(i) Mediation agreements		0
(b) Mediations not related to due process		0
(i) Mediation agreements		0
(2.2) Mediations not held (including pending)		0
SECTION C: HEARING REQUESTS		
(3) Hearing requests total		0
(3.1) Resolution sessions		0
(a) Settlement agreements		0
(3.2) Hearings (fully adjudicated)		0
(a) Decisions within timeline		0
(b) Decisions within extended timeline		0
(3.3) Resolved without a hearing		0

## ITEIP Monthly Compliance Data Report

Report Month:		Report Date:		Total IFSPs Reviewed:	
Local Lead Agency:				Number of Initial IFSPs:	
County/Geographic Area:				Number of Annual IFSPs:	

Child ID #	Referral Date	Initial IFSP Date (45-days from referral)	Service Start Dates (30-days from signed IFSP with parent consent)	Services in Natural Environments (Yes or No, provide justification)	Transition: Steps/Services (Yes, provide brief summary or No)	Transition: Notice to SD (Yes, document how or No)	Transition: Conference (Yes, did the district attend? or No)